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United States  
Department of  
Agriculture

Office of  
Inspector  
General

# Office of Inspector General FY 1994 Annual Plan

October 1, 1993 - September 30, 1994

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**OFFICE OF INSPECTOR GENERAL**

**FY 1994 ANNUAL PLAN**

**October 1, 1993 - September 30, 1994**



## FOREWORD

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This is the Office of Inspector General's (OIG) Annual Plan for fiscal year (FY) 1994. It describes the audit, evaluation, and investigative work we plan to conduct this year as we carry out our mission of detecting and preventing fraud, waste, and mismanagement in U.S. Department of Agriculture (USDA) programs and operations.

To ensure that we provide adequate audit and investigative coverage for the more than 300 programs operated by the Department, we use a strategic planning process. A major component of this process is the solicitation of suggestions and concerns from the Under and Assistant Secretaries and agency heads, as well as field managers and staff, regarding programs or aspects of program operations that should be reviewed. As always, we value their input. Other factors are considered as well, including the dollar value of programs and the potential dollar loss, new or changed legislative or regulatory requirements, and prior audit and investigative findings. Our strategic planning process enables us to identify and focus on those programs most vulnerable to fraud and waste, or those where the largest dollar losses are most likely to occur. In addition, it assists us in optimizing the use of our audit and investigative resources.

During FY 1993 we worked with Department and agency officials on several collaborative projects, as a united team, to find solutions to difficult issues. We will continue to respond to and assist USDA's management team whenever our expertise is needed to provide valuable insights and objective evaluations and recommendations.

Our FY 1994 Annual Plan focuses our audit efforts on the Department's financial accounting systems, food and consumer protection issues, large payments to farmers, guaranteed loan programs, and humanitarian food and assistance to the former states of the Soviet Union. We are also committed to assisting the Department in its efforts to get disaster assistance to those in need through early identification of potential problems.

Our investigative priorities include the timely and thorough investigation of threats to the health and safety of the public, employee integrity issues, and fraud in the loan, regulatory, and benefit programs.

We have also "planned for the unplanned" in this document; that is, we have set aside time to deal with those unexpected, critical issues that inevitably arise during the course of a year. We believe this flexibility is necessary for us to be effective in our mission and responsive to high priority issues as they arise. We welcome suggestions for areas to which the OIG might give attention in future audit and investigative activities.



CHARLES R. GILLUM  
DEPUTY INSPECTOR GENERAL





# TABLE OF CONTENTS

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THE OIG MISSION .....	1
AUDIT AND INVESTIGATIVE UNIVERSE .....	2
STRATEGIC PLANNING .....	2
USDA ORGANIZATIONAL CHART .....	4
DISTRIBUTION OF OIG RESOURCES	
BY UNDER AND ASSISTANT SECRETARIES .....	5
BY AGENCY .....	6
INVESTIGATIONS .....	7
INVESTIGATIVE PLANNING .....	7
THE INVESTIGATIVE PROCESS .....	8
HOTLINE .....	9
SPECIAL REPORTING OF BRIBES OR GRATUITIES .....	11
DISTRIBUTION OF INVESTIGATIONS RESOURCES	
BY UNDER AND ASSISTANT SECRETARIES .....	12
BY AGENCY .....	13
AUDIT .....	14
AUDIT PLANNING .....	15
THE AUDIT PROCESS .....	15
DISTRIBUTION OF AUDIT RESOURCES	
BY UNDER AND ASSISTANT SECRETARIES .....	17
BY AGENCY .....	18

# APPENDIX

---

I.	OIG STRATEGIES .....	21
	FARM PROGRAMS .....	22
	MARKET DEVELOPMENT .....	25
	DIRECT AND INSURED LOANS .....	27
	GUARANTEED LOANS .....	29
	RURAL DEVELOPMENT .....	30
	INSURANCE .....	31
	ENTITLEMENT PROGRAMS .....	33
	CONSUMER PROTECTION .....	35
	FOREST SERVICE .....	37
	MANAGEMENT/CONTROL OF ENVIRONMENTAL HAZARDS .....	38
	RESEARCH AND TECHNOLOGY TRANSFER .....	40
	PROCUREMENT AND CONTRACTS .....	42
	ACCOUNTING AND FINANCIAL MANAGEMENT .....	43
	INFORMATION RESOURCES MANAGEMENT .....	45
	EMPLOYEE INTEGRITY .....	47
	PROGRAM COMPLIANCE, ECONOMY, AND EFFICIENCY ....	48
II.	MAJOR AUDITS PLANNED FOR FISCAL YEAR 1994 .....	51
III.	FISCAL YEAR 1994 AUDITS PLANNED .....	77

# ACRONYMS

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AMS	Agricultural Marketing Service
APHIS	Animal and Plant Health Inspection Service
ARS	Agricultural Research Service
ASCS	Agricultural Stabilization and Conservation Service
CCC	Commodity Credit Corporation
CSRS	Cooperative State Research Service
FAS	Foreign Agricultural Service
FCIC	Federal Crop Insurance Corporation
FGIS	Federal Grain Inspection Service
FmHA	Farmers Home Administration
FNS	Food and Nutrition Service
FS	Forest Service
FSIS	Food Safety and Inspection Service
FY	Fiscal Year
OFM	Office of Finance and Management
OIG	Office of Inspector General
OMB	Office of Management and Budget
RDA	Rural Development Administration
REA	Rural Electrification Administration
SCS	Soil Conservation Service
U.S.	United States
USDA	U.S. Department of Agriculture



# THE OIG MISSION

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OIG's mission is to prevent and detect fraud, waste, and mismanagement in USDA programs. OIG was legislatively established in 1978 with the enactment of the Inspector General Act (Public Law 95-452). The act requires the Inspector General to

- perform audits and investigations of the Department's programs and operations,
- make suggestions and recommendations that will help the USDA agencies improve their management and operations,
- review existing and proposed regulations and legislation and make appropriate recommendations,
- work with the Department's management team in activities that promote economy, efficiency, and effectiveness or that prevent and detect fraud, waste, and mismanagement in programs and operations, both within USDA and in non-Federal entities that receive USDA assistance, and
- report OIG activities to the Secretary and the U.S. Congress semiannually on March 31 and September 30 each year.

We accomplish this mission by

- investigating allegations of fraud, waste, and mismanagement,
- using preventive audit approaches, such as reviews of systems under development,
- conducting audits of the adequacy and vulnerability of management and program control systems, and
- auditing the adequacy of large USDA payments, such as insurance and deficiency payments, major loans, and retailer food stamp redemptions.

OIG is headquartered in Washington, D.C., and has regional offices located in San Francisco, California; Atlanta, Georgia; Chicago, Illinois; Hyattsville, Maryland; Kansas City, Missouri; New York, New York; and Temple, Texas. In addition, the Financial Management and ADP Audit Operations staff is located in Kansas City, Missouri.



We emphasize service to management at all levels of the Department by briefing senior Department officials on major audits and investigations. We also work proactively with agency managers, as part of a united team, by directly encouraging management input into the audit and investigative process to help solve difficult problems impacting program management and operations. As a member of the President's Council on Integrity and Efficiency, we participate with other Inspectors General in multiagency projects where the issues are crosscutting and need to be addressed governmentwide.

## AUDIT AND INVESTIGATIVE UNIVERSE

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The audit and investigative universe is comprised of all programs, functions, and organizations and the contractors and grantees for which USDA is responsible. USDA's FY 1994 proposed budget contains a broad agenda of budget programs to support its agencies and program operations. The annual program level, \$93 billion, represents the gross financial value of benefits provided to the public by USDA. These benefits may be in the form of financial assistance through grants, guaranteed or direct loans, cost-sharing, professional services such as research or technical assistance, or in-kind benefits such as commodities. The budget request includes: **Investment proposals** of \$1.9 billion to improve productivity and provide a wide range of critical physical and human capital initiatives (\$1.5 billion for rural development initiatives, \$330 million for food aid and assistance, and \$70 million for other initiatives); **savings proposals** of \$687.5 million that will eliminate unnecessary or wasteful spending and will reduce administrative expenses; and \$1.4 billion for **stimulus supplements** to provide a boost to the economy and create new jobs in the areas of rural development, the environment, and food safety and nutrition.

USDA programs are delivered in every State, county, and city in the Nation by more than 112,000 Federal and thousands of non-Federal government employees. In addition, the Secretary of Agriculture has appointed agricultural ministers, attaches, and officers to 80 U.S. embassies, consulates, and trade offices covering over 100 countries. USDA is involved in extensive food quality and safety issues, food aid and assistance programs, market development activities, rural development initiatives, environmental and biotechnology issues, and a wide range of export promotion programs.

## STRATEGIC PLANNING

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Our strategic approach to planning and prioritizing audit and investigations activities enables us to focus our resources on those programs most vulnerable to fraud and waste, or those where the largest dollar losses are most likely to occur. In each strategic area, we establish goals and plans for both short-term and long-term emphasis. We work

closely with agency management to identify those areas where we could provide assistance to management in resolving difficult issues.

During FY 1993 we emphasized a proactive approach with agency management and worked on several collaborative projects to find solutions to problem areas. This "solution-based" auditing approach focused both OIG and agency resources as a united team to identify the extent of and reason for a problem, as well as the options for resolution.

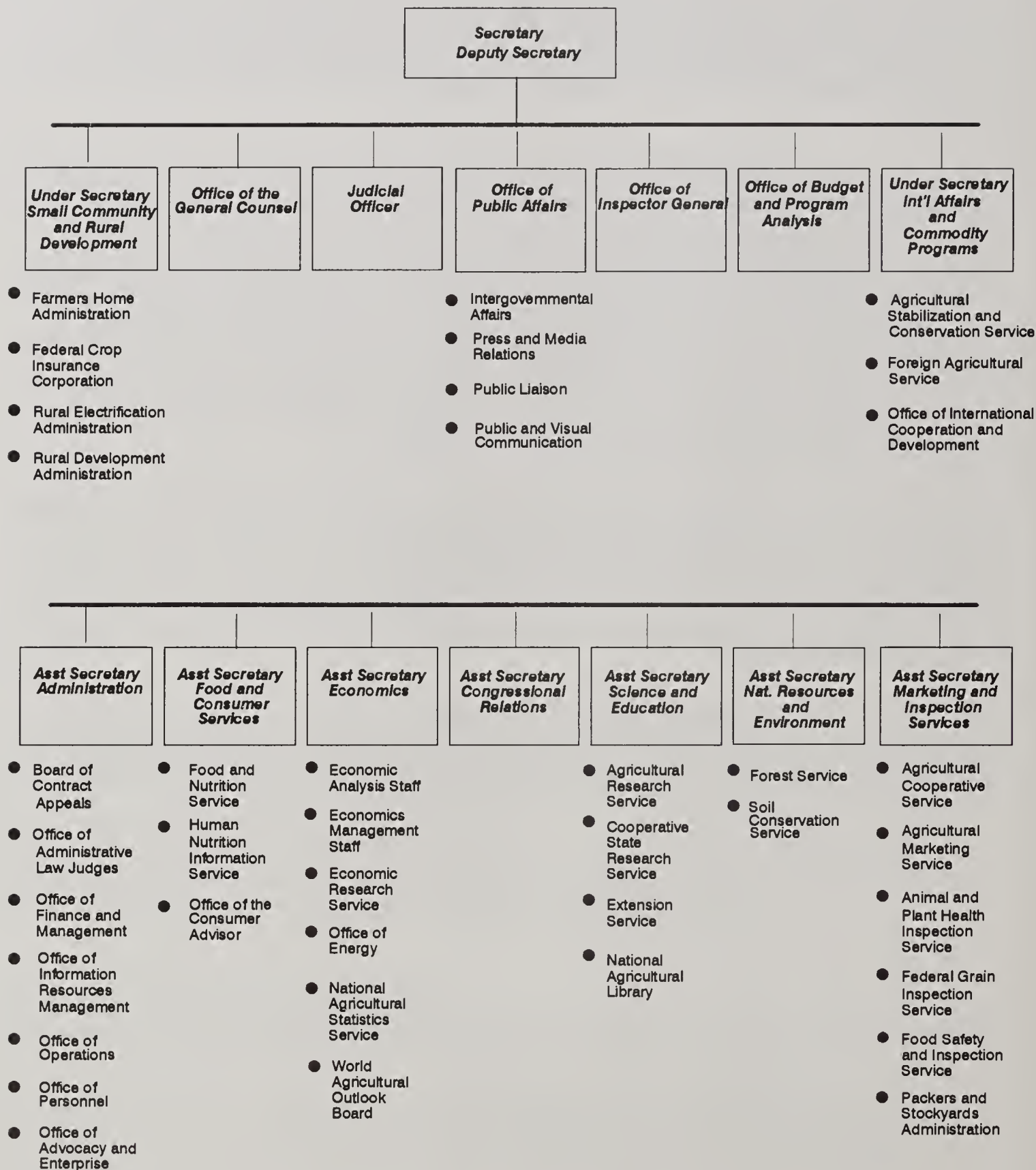
For example, a joint task force of investigators, auditors, and Food and Nutrition Service compliance officers worked together to identify and investigate "high-redeemer/low volume" retailers who appeared to be involved in activities to defraud the Food Stamp Program. In another initiative, we worked with Agricultural Marketing Service personnel to develop compliance requirements for marketing order administrative committees. In the farm program area, teams of auditors, investigators, and Agricultural Stabilization and Conservation Service (ASCS) personnel jointly reviewed the disaster assistance program for squash in Georgia and identified significant program violations and possible fraudulent program payments. As a result of this joint effort, ASCS issued new procedures to prevent a reoccurrence of these conditions.

During FY 1994 we will continue to participate as a member of Department coordinating committees to provide technical assistance, improve financial reporting, and effectively implement the requirements of the Chief Financial Officers Act of 1990. We also plan a major effort to work with agency officials in their disaster assistance efforts to provide early identification of potential problems and assist them in verifying critical information in the application process.

Descriptions of our strategies and examples of planned audit and investigative work within the strategies are described in more detail in appendix I. A description of major audits and a complete list of all audits planned can be found in appendices II and III.

# USDA ORGANIZATIONAL CHART

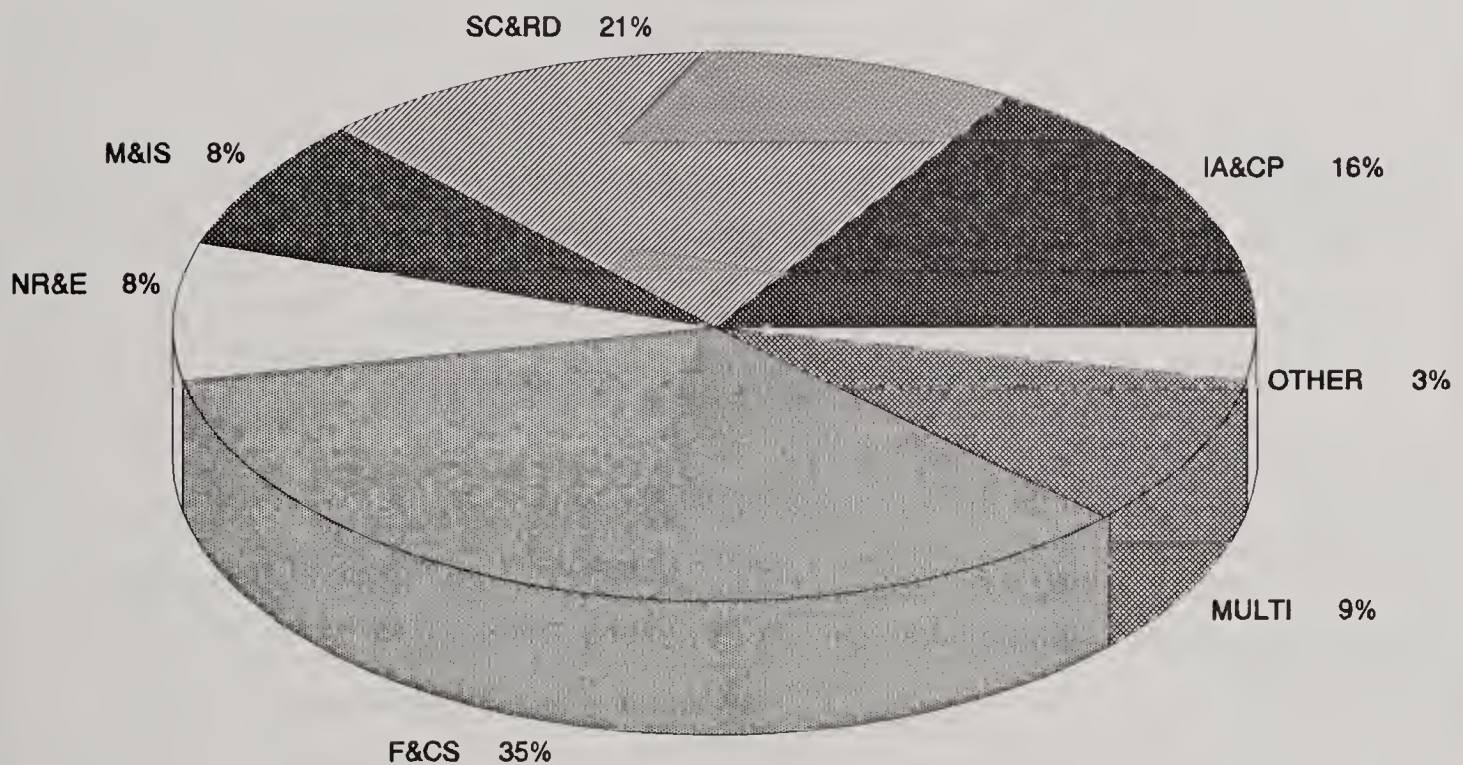
As of August 1993





# FY 1994 ANNUAL PLAN

## DISTRIBUTION OF OIG RESOURCES BY UNDER AND ASSISTANT SECRETARIES



### LEGEND

IA&CP	Under Secretary, International Affairs and Commodity Programs
SC&RD	Under Secretary, Small Community and Rural Development
F&CS	Assistant Secretary, Food and Consumer Services
M&IS	Assistant Secretary, Marketing and Inspection Services
NR&E	Assistant Secretary, Natural Resources and Environment

**DISTRIBUTION OF OFFICE OF INSPECTOR GENERAL RESOURCES  
BY AGENCY  
FY 1994 PLANNED**

<b>INTERNATIONAL AFFAIRS AND COMMODITY PROGRAMS</b>	Agricultural Stabilization and Conservation Service	14%
	Foreign Agricultural Service	2%
<b>SMALL COMMUNITY AND RURAL DEVELOPMENT</b>	Farmers Home Administration	16%
	Federal Crop Insurance Corporation	3%
	Rural Electrification Administration	1%
	Rural Development Administration	1%
<b>MARKETING AND INSPECTION SERVICES</b>	Agricultural Marketing Service	2%
	Animal and Plant Health Inspection Service	2%
	Federal Grain Inspection Service	*
	Food Safety and Inspection Service	4%
<b>NATURAL RESOURCES AND ENVIRONMENT</b>	Forest Service	8%
	Soil Conservation Service	*
<b>FOOD AND CONSUMER SERVICES</b>	Food and Nutrition Service	35%
	Human Nutrition Information Service	*
<b>MULTIPLE AGENCY</b>		9%
<b>OTHER</b>	Administration, Economics, OGC, Science & Education	3%
*Less than 1%		



# INVESTIGATIONS

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Investigations are authorized inquiries to gather the facts needed to resolve an allegation that someone has violated a rule, regulation, or law pertaining to USDA programs or operations.

OIG Special Agents are criminal investigators who specialize in the investigation of white-collar crimes involving USDA programs. Each investigator receives initial training at the Federal Law Enforcement Training Center in Glynco, Georgia. Additional training in law enforcement procedures, investigative techniques, and USDA program regulations is provided throughout the career of the investigator.

## INVESTIGATIVE PLANNING

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The investigative planning process focuses on identifying program vulnerabilities and investigative priorities, then establishes general guidelines for the allocation of our investigative resources. It includes an analysis of historical patterns, trends, and results; a review of recent legislative, regulatory, and program changes; consideration of U.S. Department of Justice prosecutive guidelines; consideration of budgetary and staffing restrictions; and coordination with audit activities. Through the investigative planning process, we have identified priorities that include the timely investigation of

- threats to the health and safety of the public,
- issues involving allegations of bribery, conflict of interest, embezzlement, theft, or collusion with program participants, and
- fraud in the loan, regulatory, and benefit programs.

In preparing our plan for FY 1994, we analyzed data on requests for investigation received in previous years, the number of cases opened, and the results of those investigations. We reviewed recent legislative, regulatory, and program changes, and contacted each agency within USDA for suggestions and recommendations. We also reviewed audit plans for FY 1994 and considered our budget and anticipated staffing. Based on these considerations, we developed general guidelines for emphasizing areas for investigation.

These guidelines will be reviewed during FY 1994 by our regional managers before they decide which referrals to take on as active cases. Additional criteria used to determine whether to initiate an investigation include the potential program impact, the likelihood of criminal prosecution, the likelihood of large civil monetary recovery, and the deterrent value.

The majority of the investigations are based on referrals from USDA agencies. Departmental Regulation 1710-2, "OIG/Investigations Organization and Operations," requires that USDA agencies expeditiously report known or suspected violations of law or regulations to OIG. Activities which must be reported to OIG include

- submission of false claims and false or fraudulent statements by employees, producers, vendors, contractors, borrowers, cooperators, and others,
- conspiracy to defraud the United States,
- theft, damage, or conversion of Government commodities or other property,
- concealment, removal, obliteration, falsification, forgery, alteration, or destruction of official documents,
- misappropriation or embezzlement of Government funds,
- bribery or attempted bribery of USDA employees,
- conflict of interest,
- violations of the Food Stamp Act or other statutes pertaining to USDA nutritional programs, and
- certain criminal violations of the Federal Meat Inspection Act, the Poultry Products Inspection Act, the Egg Products Inspection Act, the Agricultural Marketing Act, the Federal Grain Inspection Act, and other statutes pertaining to the wholesomeness and quality of food products.

## THE INVESTIGATIVE PROCESS

The investigative process usually begins with the receipt of an allegation of fraud or mismanagement. Investigations are opened in OIG regional offices in accordance with priorities and general guidelines established at the headquarters level.

After an investigation is opened, it is assigned to a Special Agent who prepares a plan of investigation. This planning process includes a review of the criminal and civil statutes, program regulations, and departmental or agency policies that may be involved. The Special Agent then conducts the investigation, which may require interviewing witnesses, reviewing and analyzing records, obtaining physical evidence, and conducting surveillances and undercover operations. If the Special Agent determines that a crime may have been committed, he or she will discuss the investigation with a Federal and/or local prosecutor to determine if prosecution will be pursued. Upon completion of the investigation, the Special Agent prepares an investigative report summarizing the facts disclosed during the investigation.

The investigative report is distributed to prosecuting attorneys and agency officials who may have an official interest in the results of the investigation. If the prosecuting attorney decides to proceed with a criminal or civil prosecution, the Special Agent assists the attorney in any preparation for court proceedings that may be required. This assistance may include serving subpoenas, locating witnesses, executing arrest and search warrants, and testifying before a grand jury or at a trial.

At the conclusion of any court actions, we advise the administrative agency involved of the court results and monitor any corrective or disciplinary action that may be taken by the agency. OIG collects data summarizing the court and administrative results of its investigations and includes this data in its semiannual report to the U.S. Congress.

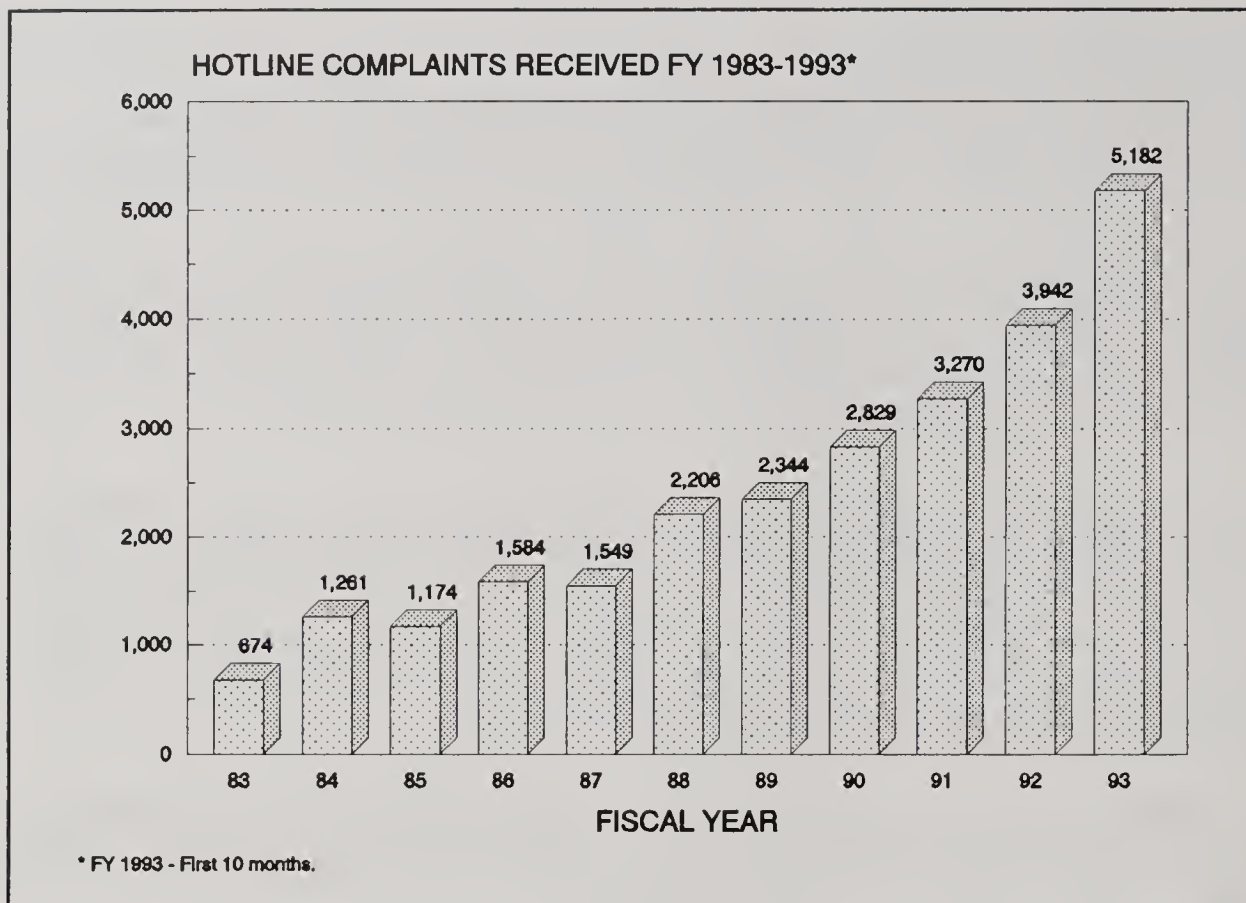
## **HOTLINE**

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Established under the provisions of the Inspector General Act of 1978, the OIG Hotline is operated in accordance with procedures recommended by the President's Council on Integrity and Efficiency. Allegations received through the Hotline may involve any agency, program, or employee of USDA. The U.S. Congress, the Executive Branch, and the public have come to expect and demand adequate Hotline systems to resolve complaints timely and appropriately. Significant audit findings and investigative results have been obtained based on information received through this critical function.

The number of Hotline complaints received, reviewed, processed, and resolved has increased from 674 in FY 1983 to 3,942 in FY 1992. In only the first 10 months of FY 1993, 5,182 complaints were received. The following graph depicts the growth in Hotline activity during this period.





The increased number of complaints has also resulted in a greater number of agency responses which must be reviewed and analyzed before making a decision about the need for further audit or investigative work. The operation of the Hotline presently requires six full-time employees with additional support from seven other employees.

The OIG Hotline has a toll-free telephone number which anyone may call to report fraud, mismanagement, or waste in a USDA program or misconduct by a USDA employee. Callers may choose to remain anonymous or may request that OIG keep their identity confidential.

We have established three Hotline numbers for use by the public and departmental employees. These numbers are:



800-424-9121

This is a toll-free number to be used outside Washington, D.C.



202-690-1622

This number is to be used in the Washington, D.C. metropolitan area.



202-690-1202

This number connects to a telecommunications device for the hearing impaired.  
(NO TOLL FREE NUMBER, CALL COLLECT)

## **SPECIAL REPORTING OF BRIBES OR GRATUITIES**

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USDA employees serve as inspectors and graders of meat, poultry, dairy, eggs, and produce and also meet and deal with the public as loanmakers. These employees are often subject to bribes and gratuities to influence their official duties. USDA employees who receive offers of bribes or gratuities may contact OIG by calling the direct line indicated below. Complainants may also write to the Office of Inspector General at P.O. Box 23399, Washington, D.C. 20026.

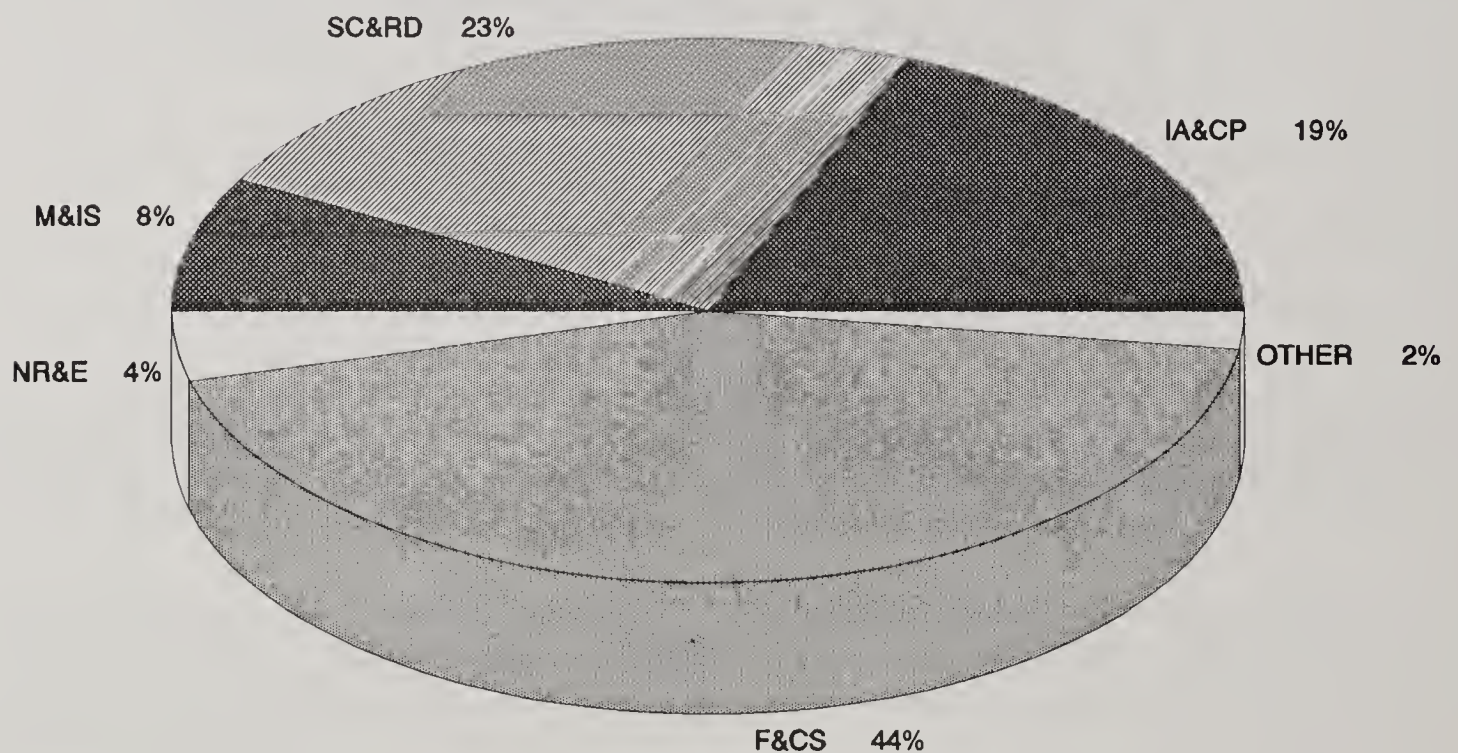


202-720-7257

This number is to be used by USDA employees to report offers of bribes or gratuities.

# FY 1994 ANNUAL PLAN

## DISTRIBUTION OF INVESTIGATIONS RESOURCES BY UNDER AND ASSISTANT SECRETARIES



### LEGEND

IA&CP	Under Secretary, International Affairs and Commodity Programs
SC&RD	Under Secretary, Small Community and Rural Development
F&CS	Assistant Secretary, Food and Consumer Services
M&IS	Assistant Secretary, Marketing and Inspection Services
NR&E	Assistant Secretary, Natural Resources and Environment



**DISTRIBUTION OF INVESTIGATIVE RESOURCES  
BY AGENCY  
FY 1994 PLANNED**

<b>INTERNATIONAL AFFAIRS AND COMMODITY PROGRAMS</b>	Agricultural Stabilization and Conservation Service	17%
	Foreign Agricultural Service	2%
<b>SMALL COMMUNITY AND RURAL DEVELOPMENT</b>	Farmers Home Administration	18%
	Federal Crop Insurance Corporation	4%
	Rural Electrification Administration	1%
<b>MARKETING AND INSPECTION SERVICES</b>	Agricultural Marketing Service	1%
	Animal and Plant Health Inspection Service	2%
	Federal Grain Inspection Service	*
	Food Safety and Inspection Service	5%
<b>NATURAL RESOURCES AND ENVIRONMENT</b>	Forest Service	4%
	Soil Conservation Service	*
<b>FOOD AND CONSUMER SERVICES</b>	Food and Nutrition Service	44%
<b>OTHER</b>	Administration, Economics, OGC, Science & Education	2%
*Less than 1%		

# AUDIT

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Audit is the examination and verification of the economy and efficiency of an agency's operations, its effectiveness in achieving program results, its compliance with applicable laws and regulations, and its fairness in reporting its financial operations. In addition to audits performed by OIG staff, we contract with certified public accountants for some audits and oversee the quality of the work of auditors under contract to other agencies of the Department.

OIG auditors conduct their work in accordance with the "Government Auditing Standards - Standards for Audit of Governmental Organizations, Programs, Activities and Functions" (Yellow Book), published by the U.S. General Accounting Office, and in accordance with the professional standards set by the American Institute of Certified Public Accountants. We have established and implemented a program to ensure that our staff maintains professional proficiency through continuing education and training. Training directly related to the Government auditing environment is provided to newly hired, intermediate, and advanced level OIG auditors through in-house audit academies.

"Government Auditing Standards" describes the types of audits that Government and nongovernment organizations conduct and the audit standards to be followed. Government audits are classified as financial or performance audits.

## FINANCIAL AUDITS

**Financial statement audits** determine whether the financial statements of an audited entity present fairly its financial position, results of operations, cash flows, and reconciliation of budget to actual expenses in accordance with generally accepted accounting principles; and whether the entity has complied with laws and regulations for those transactions and events that may have a material effect on the financial statements.

**Financial related audits** determine whether financial reports and related items, such as elements, accounts, or funds are fairly presented; whether financial information is presented in accordance with established or stated criteria; and whether the entity has adhered to specific financial compliance requirements.

## PERFORMANCE AUDITS

**Economy and efficiency audits** determine whether the entity is acquiring, protecting, and using its resources economically and efficiently; what the causes of any inefficiencies or uneconomical practices are; and whether the entity has complied with laws and regulations concerning matters of economy and efficiency.

**Program audits** determine whether the desired results or benefits established by the legislature or any other authorizing body are being achieved; whether the organizations, programs, activities, or functions are effective; and whether the entity has complied with laws and regulations applicable to the program.

## AUDIT PLANNING

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Each year, we begin the planning process by updating our profiles of USDA programs and activities and by requesting audit suggestions from the Under and Assistant Secretaries, agency heads, and OIG staff. In prioritizing the suggestions for inclusion in the FY 1994 Annual Plan, we considered

- current and potential dollar magnitude,
- audit requirements established by law,
- statutory and regulatory requirements,
- adequacy of internal control systems,
- newness, changed conditions, or sensitivity of the organization, program activity, or function,
- extent of Federal participation in terms of resources or regulatory authority,
- management needs to be met,
- prior audit history,
- prior investigation history, and
- timeliness, reliability, scope, and results of audits or evaluations performed by others.

## THE AUDIT PROCESS

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The phases of the audit process include the following

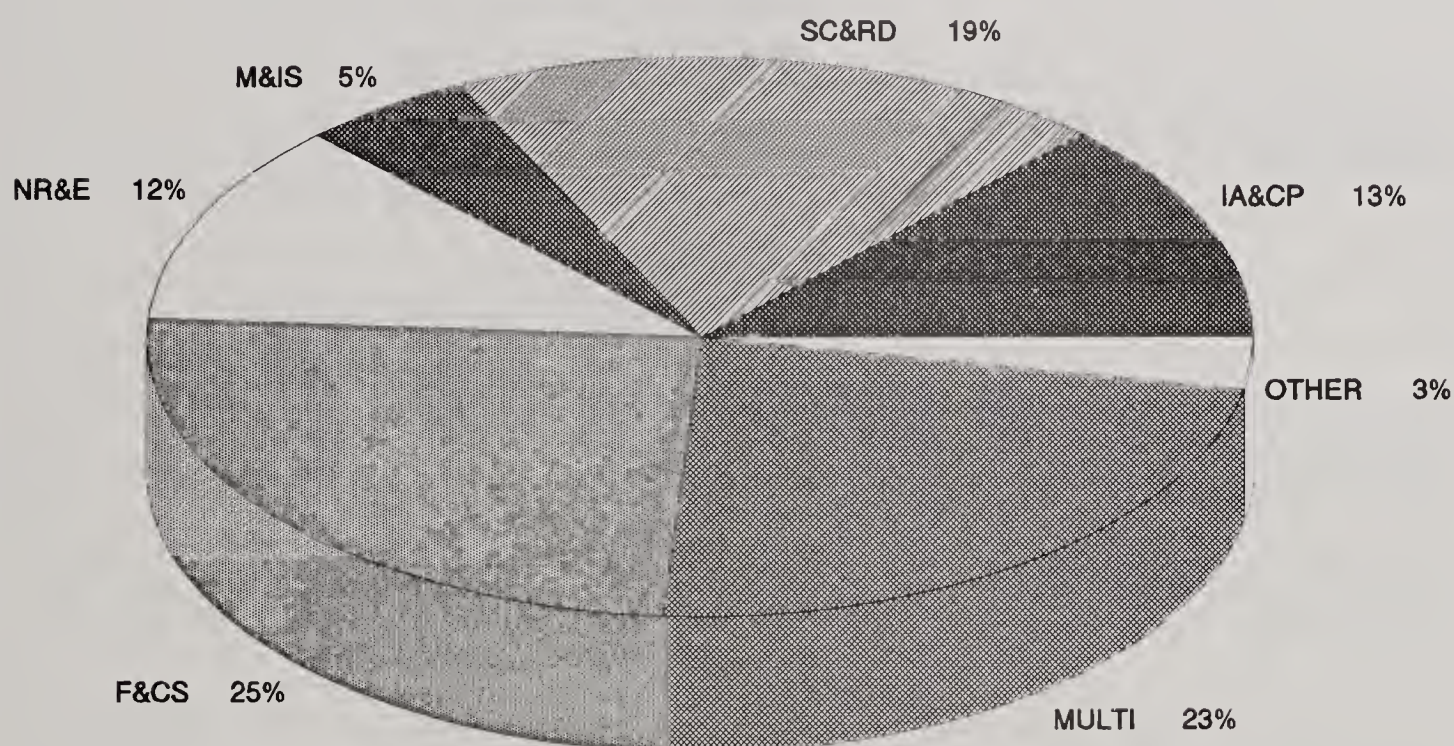
<b>Audit Approach</b>	Development of an audit approach includes determining the reasons for selecting the audit subject, overall audit objectives and scope, locations to be audited, OIG staff who will perform the audit, staff-days needed, other resources required (e.g., specialists with timber or banking expertise) to perform the audit, and benefits anticipated from the audit.
<b>Audit Notification</b>	Audit notification to the appropriate USDA agency or office informs auditees of our intent to begin an audit.



<b>Entrance Conference</b>	OIG staff hold entrance conferences with agency officials to advise them of the purpose and objectives of the audit, its scope, and the general methodology and procedures to be followed.
<b>Survey Work</b>	Auditors perform survey work to gather information and identify problems.
<b>Field Audit Work</b>	Detailed audit testing and interviewing are undertaken if the survey indicates the need to learn more about conditions noted.
<b>Discussion Draft Report and Exit Conference</b>	At the conclusion of an audit, OIG holds a formal exit conference with the agency's principal officials to review the audit results presented in a discussion draft report. This gives management an opportunity to confirm information, to ask questions, and to provide any necessary clarifying data.
<b>Official Draft Report</b>	After the exit conference, OIG makes necessary changes to the draft report and presents it as an official draft report to the agency for final written comments. The agency is generally given 30 days to respond to the official draft report.
<b>Final Report</b>	OIG prepares and issues a final report which contains the agency's written response.
<b>Management Decision and Final Action</b>	A management decision (agreement to take action on an audit recommendation) must be reached on all report recommendations within 6 months of issuance of the report. OIG tracks management's actions through the management decision; the Office of Finance and Management (OFM) tracks actions from the management decision to completion of final action. The status of management decisions is included in OIG's semiannual report to the U.S. Congress. The status of final actions, including those not completed within 1 year of the management decision, is reported in the Secretary's semiannual report to the U.S. Congress.

# FY 1994 ANNUAL PLAN

## DISTRIBUTION OF AUDIT RESOURCES BY UNDER AND ASSISTANT SECRETARIES



### LEGEND

IA&CP	Under Secretary, International Affairs and Commodity Programs
SC&RD	Under Secretary, Small Community and Rural Development
F&CS	Assistant Secretary, Food and Consumer Services
M&IS	Assistant Secretary, Marketing and Inspection Services
NR&E	Assistant Secretary, Natural Resources and Environment



**DISTRIBUTION OF AUDIT RESOURCES  
BY AGENCY  
FY 1994 PLANNED**

<b>INTERNATIONAL AFFAIRS AND COMMODITY PROGRAMS</b>	Agricultural Stabilization and Conservation Service	11%
	Foreign Agricultural Service	2%
<b>SMALL COMMUNITY AND RURAL DEVELOPMENT</b>	Farmers Home Administration	14%
	Federal Crop Insurance Corporation	2%
	Rural Electrification Administration	1%
	Rural Development Administration	2%
<b>MARKETING AND INSPECTION SERVICES</b>	Agricultural Marketing Service	2%
	Animal and Plant Health Inspection Service	1%
	Federal Grain Inspection Service	*
	Food Safety and Inspection Service	2%
<b>NATURAL RESOURCES AND ENVIRONMENT</b>	Forest Service	11%
	Soil Conservation Service	1%
<b>FOOD AND CONSUMER SERVICES</b>	Food and Nutrition Service	25%
	Human Nutrition Information Service	*
<b>MULTIPLE AGENCY</b>		23%
<b>OTHER</b>	Administration, Economics, Science & Education	3%
*Less than 1%		

APPENDIX I  
OIG STRATEGIES





## OIG STRATEGIES

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The FY 1994 Strategies are:

- FARM PROGRAMS
- MARKET DEVELOPMENT
- DIRECT AND INSURED LOANS
- GUARANTEED LOANS
- RURAL DEVELOPMENT
- INSURANCE
- ENTITLEMENT PROGRAMS
- CONSUMER PROTECTION
- FOREST SERVICE
- MANAGEMENT/CONTROL OF ENVIRONMENTAL HAZARDS
- RESEARCH AND TECHNOLOGY TRANSFER
- PROCUREMENT AND CONTRACTS
- ACCOUNTING AND FINANCIAL MANAGEMENT
- INFORMATION RESOURCES MANAGEMENT
- EMPLOYEE INTEGRITY
- PROGRAM COMPLIANCE, ECONOMY, AND EFFICIENCY

Descriptions of the strategies, with examples of audit and investigative work recently performed and planned for FY 1994, are presented on the following pages.

## FARM PROGRAMS

The Farm Programs strategy encompasses a variety of farm commodity and conservation programs administered by the Agricultural Stabilization and Conservation Service (ASCS). The programs are funded primarily through the Commodity Credit Corporation (CCC), a Government entity for which ASCS provides operating personnel.

The objectives of the Farm Program strategy are designed to ensure overall program integrity, prevent and detect program losses, provide a visible audit presence, ensure program objectives are being accomplished, and assist program managers to find solutions for known or potential program weaknesses. Emphasis on farm programs is needed because of the significance of prior audit findings (some reported mismanagement and fraud), the expansion and revision of major program areas, the magnitude of funding legislated by the 1990 Farm Bill and subsequent legislation (i.e., 1993 disaster appropriations), and the extensive amount of field office involvement in administration of ASCS programs. Specific audit coverage will be provided through nationwide and special-emphasis audits. Audits will be planned to provide maximum assistance to managers to correct existing problems, as well as to prevent other program abuses before they occur.

The mission of ASCS is to stabilize, support, and protect farm income and prices and to maintain balanced and adequate supplies of agricultural commodities. Program delivery is accomplished through a network of 50 State offices, over 2,800 county offices and approximately 3,000 county committees, one for each agricultural county in the Nation. The principal activities of ASCS/CCC included in this strategy are the administration and management of the price support, production adjustment, conservation, emergency assistance, and warehouse examination programs, estimated at over \$17 billion for FY 1993.

Production adjustment and price support programs are designed to protect and improve farm income and keep production in line with anticipated needs. These goals are accomplished through the use of deficiency payments to producers who experience low market prices; diversion or set-aside payments to producers who reduce planted program crop areas; price support loans or payments to enable producers to be more effective in marketing their commodities; and disaster payments to cope with the effects of droughts, floods, or other natural conditions beyond the producers' control. Maximum payment limitations vary by program in ASCS. For example, there is a \$50,000 limit on deficiency

and diversion payments, and a \$75,000 limit on marketing loan gains and loan deficiency payments (except honey). Payments under these programs, as well as payments associated with resource adjustment disaster and inventory reduction, overall, cannot exceed \$250,000 per entity.

Conservation programs were established to assist farmers and ranchers in carrying out land practices to prevent soil erosion, protect farmland, and conserve water resources. Program benefits are provided through annual payments or long-term cost-share agreements to conduct designated practices, to convert eligible land into permanent vegetative cover, and to rehabilitate farmland damaged by natural disasters.

Sales and donations of agricultural commodities are authorized to domestic agencies or foreign governments through humanitarian efforts. These programs also help keep commodity prices competitive and assist in developing new foreign or domestic markets for the commodities.

CCC also acquires certain commodities by taking over commodities pledged as collateral for support loans or by purchasing eligible commodities to support the market price. ASCS ensures that adequate storage is available to satisfy program needs by contracting with commercial warehouses to store commodities in county, terminal, and subterminal locations. These warehouses are examined periodically to ensure compliance with the provisions of the storage agreements.

## AUDIT

Our FY 1993 audits continued to find problems with the ASCS payment limitation rules and abuse of the rules by producers. In addition, we reported that producers received excessive disaster payments by not properly reporting crop losses, and ASCS used inaccurate data in accepting some bids for the Conservation Reserve Program. These and other OIG audits have identified the need for improvement to some internal control processes within ASCS, and problems with producers submitting false or misleading information to ASCS for program payment purposes.

Among the major audits of ASCS planned for FY 1994, are audits of payment limitation provisions, disaster assistance payments, agricultural conservation programs, marketing loan programs, and warehouse operations. We are also establishing a task force that will assist agency management in their response to the natural disasters that occurred in 1993. Coordinating with agencies at national and State levels, we will identify program activity, review implementing instructions, and evaluate program controls. Early reviews of applications and payments will be made to provide quick feedback to agency management as to whether payments to be made are proper, and to identify potential areas vulnerable to fraud and abuse. Our focus will be to prevent ineligible payments and overpayments by helping management verify critical information in the application



process. We will also test for duplicate or excessive benefits provided under various disaster programs such as those operated by ASCS, FmHA, RDA, SCS, the Small Business Administration, and the Federal Emergency Management Administration.

## INVESTIGATIONS

The major emphasis of our Farm Programs investigative strategy has been to investigate allegations of fraud. Our regional offices maintain a close working relationship with State ASCS offices to ensure timely referral of investigative matters and create an understanding of ASCS' priorities, resources, and needs. Headquarters informs the regional offices of impending program changes, develops national guidelines for referral of investigative matters, and brings to the attention of top agency managers any program provisions that allow a potential for abuse.

Our decision to open a particular investigation is based on several factors, including the likelihood of criminal prosecution or large civil monetary recovery. We determine this in consultation with the appropriate U.S. attorney's office and representatives of the Office of the General Counsel. The deterrent value of the Government bringing court actions against a producer also influences the decision whether to open a case. Matters which are not investigated are referred back to ASCS for appropriate administrative action. The agency also has the option of resubmitting a request for an investigation based on additional or updated information.

Our major concerns in ASCS programs have traditionally been conversion of farm-stored commodities securing CCC loans, false statements by commodities producers, and fraud by warehouses. With the combination of widespread flooding and drought occurring in 1993, we anticipate an increase in the number of referrals for investigation by ASCS. Therefore, we have planned a modest increase (from 15 percent in FY 1993, to 17 percent in FY 1994) in investigative workdays devoted to these investigations.

## MARKET DEVELOPMENT

This strategy covers the Department's broad mission of selling agricultural commodities with the purpose of increasing farm income. Legislative goals require that there be full agricultural production at competitive prices, full assurance of quality, reliability of supply, profitable returns to the producer, and an orderly marketing process.

Our long-term strategy is to determine how the Foreign Agricultural Service (FAS) plans its work and sets marketing goals; review the usefulness and implementation of the USDA agricultural trade strategies; evaluate the established marketing performance measures; survey USDA market development functions to obtain an up-to-date inventory of activities, funding sources, recent accomplishments and internal control systems; and audit the food aid donation and Market Promotion Programs.

USDA program delivery systems have been designed that involve subsidies, credit guarantees, long-term loans, magazines and reports, advertising, trade negotiations, quality standards, market regulation, grants and cooperative agreements, trade fairs, and international conferences. Agricultural trade offices make potential foreign customers aware of our farm products. To carry out these diverse programs, USDA works with State and foreign governments, producer groups, nonprofit commodity groups, agricultural processors, exporters, land grant colleges, county extension agents, and individual producers. Export promotion includes business counseling, training, market research information, trade missions and fairs, and export finance and assistance.

During FY 1994 funding for the Public Law 480 Title I and Food for Progress Programs is projected at \$502 million. The Food, Agriculture, Conservation and Trade Act of 1990 significantly changed the operation of Public Law 480. Program implementation and monitoring in foreign countries is now the total responsibility of FAS. Title I provides that loans ranging in repayment terms from 10 to 30 years can be repaid in dollars or local currencies. Title I commodities are usually resold in the recipient country and local currency proceeds are used for developmental purposes.

With the newly formed states of the former Soviet Union there are many opportunities to develop potential markets. In addition to the Section 416(b) and Food for Progress Programs, USDA has undertaken technical assistance, a model farm, executive exchanges, and food distribution improvement projects in the states of the former Soviet Union and in various emerging democracies.

## AUDIT

During FY 1993 we audited the price review system of the Export Credit Program, the Market Promotion Program, and the management of foreign debt by CCC. We also initiated reviews of humanitarian food aid assistance to the Republic of Poland and the forgiveness provisions and shipping regulations related to Public Law 480.

In FY 1994 we plan to review humanitarian food aid assistance to the former states of the Soviet Union because of the dramatic increase in assistance. We will determine if government and private voluntary agencies are complying with the conditions contained in the CCC food-aid agreements. Special emphasis will be given to transportation, storage, sale, and uses of the commodities.

FAS has also requested that we evaluate the reporting procedures for all food aid to foreign countries and the compliance of country agents with Public Law 480 requirements. We will also audit reimbursements and contributions of third parties under the Market Promotion Program.

## INVESTIGATIONS

We are awaiting prosecutive action on several matters previously investigated and reported. We are also hoping to finalize investigative actions on several significant investigations involving FAS. Based on these considerations, we anticipate that available staff workdays devoted to FAS cases will decrease from 4 percent in FY 1993 to 2 percent in FY 1994.



## DIRECT AND INSURED LOANS

The two major direct and insured loan lenders in USDA are the Farmers Home Administration (FmHA) and the Rural Electrification Administration (REA). FmHA provides credit assistance through direct loans for farmer programs (operating, ownership, emergency, and other loans) and housing programs (single and multifamily housing loans). FmHA furnishes a variety of loans to farmers, secured by real estate, machinery, crops, or livestock; it also furnishes housing loans to individuals and real estate developers in rural areas. REA makes insured loans to rural electric cooperatives and rural telephone cooperatives and companies.

### AUDIT

Our Direct and Insured Loans strategy components include a review of FmHA's efforts to implement provisions of the Food, Agriculture, Conservation and Trade (FACT) Act of 1990, and the Agricultural Credit Act of 1992. We will continue to focus on FmHA's Rural Rental Housing Program (RRH) including loan making and loan servicing, construction, and property management. In addition, strategic areas in the Farmer Programs area include loan making, loan servicing, loan termination, and property management. For REA, the Direct and Insured Loans strategy emphasizes loan making, loan servicing, and rate determinations.

In FY 1993 our audits disclosed excessive or questionable costs charged to RRH projects resulting from "profit layering," where more than one party charges profit on the same work. For other projects, borrowers charged unallowable and unsupported costs. In the Socially Disadvantaged Loan Program, we found that FmHA officials had not allocated program funds in a manner consistent with the Agricultural Credit Act of 1987. For REA, our evaluation of the effect of the U.S. Congress increasing the investment limit from 3 to 15 percent of a borrower's total utility plant disclosed that it did not promote significant borrower investments in rural communities. In addition, we found that electric borrowers generally did not report all of their investments to REA.

In FY 1994 we will continue to review writedowns and buyouts under the 1990 FACT Act, as well as RRH loan making and project operations. We will also conduct reviews of the Socially Disadvantaged Loan Program, and the Socially Disadvantaged Outreach and Assistance Grant Program. For REA, we plan to evaluate the impact of the 1990 FACT Act changes on REA's Telephone Program.

## INVESTIGATIONS

Our strategy in FmHA farm loans is similar to our Farm Programs strategy. Our regional offices maintain close coordination with FmHA State offices to ensure clear communication and prompt referral of investigative matters. Decisions to open cases are usually based on the likelihood of criminal prosecution or large civil monetary recovery. Matters not meeting that criteria are sent back to FmHA for appropriate administrative action.

We are coordinating with FmHA officials to create a nationwide FmHA policy to reduce the amount of paperwork involved in referrals which have a very low probability of being investigated or prosecuted. We believe this will have the effect of increasing the speed with which FmHA can pursue administrative or judicial remedies to resolve problem loans.

The greatest number of loan fraud investigations involve either unauthorized sale or disposition of property mortgaged to the Government, or false statements by borrowers in order to obtain more or greater dollar-value loans or debt writedowns than those to which they are actually entitled. Use of rigorous selection criteria for opening investigations is expected to maximize the anticipated results from those cases we investigate while minimizing the amount of resources devoted to cases with less potential benefit.

We continue to investigate allegations of fraud in FmHA's Rural Housing (RH) and RRH Programs. RH fraud typically involves the borrower's failure to accurately report household income or composition or both. RRH fraud investigated during FY 1993 primarily involved housing project managers' theft or misuse of reserve accounts, falsification of records of tenants or occupancy, and "layering" of management functions and costs in order to siphon off money without justification.

We plan to devote to FmHA programs approximately 18 percent of FY 1994 investigative workdays, which is the same as used during the first three-quarters of FY 1993.

Most of our REA investigations have focused on borrowers who embezzled or diverted loan funds or who inflated costs in order to receive additional loans. Each year we open relatively few cases based on REA referrals, and we expect the percentage of investigative staff days devoted to REA investigations to remain at approximately 1 percent in FY 1994.

Both investigative and audit staff are coordinating with REA officials on revisions to procedures for referring matters to OIG for possible investigation. The purpose of these revisions is to reduce the number of referrals which have no potential interest and therefore are routinely declined for investigation by OIG.



## GUARANTEED LOANS

For guaranteed loans, funds are supplied directly to borrowers by commercial lenders, with FmHA minimizing the lender's risk. FmHA agrees to reimburse the lending institution for a specified percentage (up to 90 percent) of any loss it may incur if the borrower defaults on the loans. The Food Security Act of 1985 mandated the shift from direct farm loans to loan guarantees by decreasing authorizations for direct loans and increasing authorizations for guaranteed loans. REA's Guaranteed Loan Program was established in 1973 and authorized REA to guarantee loans made by the Federal Financing Bank (FFB) of the U.S. Treasury to generation and transmission cooperatives. The Omnibus Budget Reconciliation Act of 1990 created a new 90-percent-guaranteed loan program for distribution borrowers also financed by the FFB.

### AUDIT

Our Guaranteed Loans strategy focuses on loan making, loan servicing, and loan termination. We placed substantial emphasis on the guaranteed loan programs of both FmHA and REA and especially on the congressional mandate that at least 30 percent of all guaranteed loans be made to former direct loan borrowers. Lenders are responsible for servicing a guaranteed loan and protecting loan collateral, and FmHA county supervisors are responsible for monitoring the loan to ensure that the required servicing takes place. Therefore, reviews of guaranteed loans are particularly complex because the actions of the USDA agency, the private lender, and the borrower must be assessed.

In FY 1993 we performed a review of loss payments made as a result of debt writedowns on guaranteed farm loans. Of the \$10.5 million in loss payments to lenders, we reviewed \$7.8 million (74 percent). Our review disclosed that lenders participating in the Farmer Program guaranteed loan program did not determine their losses or apply their loss payments correctly or consistently. We identified errors that resulted in overpayments of \$4.9 million (63 percent of loss payments) and underpayments of \$31,000.

In FY 1994 we will review the Guaranteed Rural Housing Program, debt repayment ability on guaranteed loan losses, the Certified Lender Program, and losses on guaranteed farmer program loans. In REA, we will evaluate service actions to financially distressed borrowers, and the transition of direct to guaranteed loans to electric and telephone borrowers.

## RURAL DEVELOPMENT

The Rural Development Administration (RDA) was established by the Food, Agriculture, Conservation and Trade Act of 1990, and Secretary's Memorandum 1020.34, dated December 31, 1991. RDA is devoted to the efficient delivery of programs of financial and technical assistance to rural communities concerning water and waste disposal, essential community facilities, other community services, and business financing. These programs include the Nonprofit National Corporation Loan and Grant Program, the Industrial Development Grant Program, the Intermediary Re-lending Program, and the Business and Industry (B&I) Loan Program. REA strongly encourages rural electric and telephone systems to play a major role in improving the economy of rural areas through voluntary support of economic development projects. All REA borrowers in good standing are eligible for funds under the Rural Economic Development Loan and Grant Program for the purpose of promoting rural economic development and job creation projects. In addition, REA electric borrowers are permitted to invest their own funds and make loans and guarantees of up to 15 percent of their total utility plant without obtaining prior approval of the REA Administrator.

### AUDIT

In FY 1993 we conducted several reviews of the B&I Loan Program, including a nationwide review of B&I loan servicing procedures. These reviews disclosed that RDA needs to monitor and enforce lender-servicing responsibilities more effectively, which may reduce their risk of loss due to borrower defaults.

In FY 1994 we will review the adequacy of RDA's loan-making and loan-servicing procedures over Community Facility and Water and Waste loans and grants. We will also evaluate RDA's efforts to graduate financially strong borrowers. In REA, we plan to conduct a review of the Rural Economic Development Loan and Grant Program.

# INSURANCE

The Federal Crop Insurance Corporation (FCIC) is a wholly-owned Government corporation created to promote the national welfare by improving the economic stability of agriculture through a sound system of crop insurance. FCIC was created by the Federal Crop Insurance Act of 1938 to directly insure selected crops in certain counties. The 1980 amendment to the act substantially revised the crop insurance program by expanding the coverage, authorizing the use of private sector insurance companies to sell and service policies, increasing insurance coverage, and providing for a reinsurance program. FCIC uses two primary delivery systems to provide insurance coverage to producers. Ninety percent of all premiums written are private insurance policies, sold by private sector insurance companies and reinsured by FCIC. The second form of delivery is through a network of contractors who sell FCIC insurance policies. Under the standard multiple peril crop insurance policy, FCIC's risk of loss commences when the crop is planted, and continues through the growing season until the crop is harvested, destroyed or otherwise removed from the field.

Under the Federal Crop Insurance Act amendment of 1980, premium rates were to be set so that, over time, the subsidized premium would be sufficient to cover indemnity costs and provide for a reserve. Although program changes were also designed to increase participation, participation has never reached the 50-percent targeted level. In 1990 FCIC achieved the highest farmer participation since the inception of the program. That year, FCIC provided over \$900 million in indemnities on nearly \$13 billion of protection on over 900,000 policies covering 100 million acres, or approximately 40 percent of the insurable acres nationwide. In 1992, FCIC coverage decreased to \$11.5 billion of protection on 696,000 policies on 83 million acres, 33 percent of the insurable acres nationwide. Although the program was to be actuarially sound, indemnity claims have exceeded premiums every year. In 1992, estimated indemnity payments of \$968 million exceeded producer premiums by \$400 million.

This strategy provides a systematic approach for conducting audits of FCIC program administration. Audits will be designed to target program areas most susceptible to abuse and fraud, or otherwise in need of improvement. The audits will determine if FCIC is meeting program objectives, as spelled out in the FCIC mission objective. Our long range plan includes a determination of whether FCIC is in compliance with the 1990 Farm Bill provisions; an evaluation of the mission, structure and functions of the new



Office of Assistant Manager for Research and Development; an evaluation of FCIC's compliance with departmental procurement regulations in upgrading its computers and systems; and a determination of whether budget requests are based on accurate and reliable data.

## AUDIT

In FY 1993 we reviewed FCIC's crop-year 1991 loss adjustment process by determining whether indemnities were correctly paid on claims and whether liabilities, premiums, and administrative expenses were correctly established.

During FY 1994 we will review the Group Risk Protection pilot program. Under this plan, farmers are paid based on the area yield - not individual yields. Farmers receive a payment any time the county yield drops below a trigger yield that the farmer chooses. According to FCIC, this program could increase participation through improved insurance coverage or more affordable premiums.

## ENTITLEMENT PROGRAMS

The Food and Nutrition Service (FNS) administers the Department's food assistance programs, which includes the Food Stamp Program (FSP); the Child Nutrition Programs (CNP); and the Supplemental Food Program for Women, Infants and Children (WIC). These three major entitlement programs will account for approximately \$39.5 billion in expected expenditures in FY 1994. All of these programs are administered by the States through agreements with FNS. The States, in turn, negotiate with county and project offices to deliver program benefits.

### AUDIT

Our audit strategy is to focus on FNS' overall administration of the agency and its programs, especially the FSP, the adequacy of controls and systems used to manage the programs, and the effectiveness of audits performed under the Single Audit Act (Office of Management and Budget (OMB) Circulars A-133 and A-128).

In FY 1993 our audits focused primarily on the FSP since it is the largest of the entitlement programs. A joint task force of investigators, auditors, and FNS compliance officers used computerized retailer food stamp redemption information and annual gross food sales to identify and investigate "high-redeemer/low volume" retailers. We also performed a limited review of FNS' efforts to reauthorize all participating retailers and update the retailer data base. During this monitoring effort, FNS requested our assistance in determining the eligibility of convenience-type store chains. We found that a large percentage of stores reviewed did not meet program requirements. In addition, we audited various aspects of Florida's FSP, with the main objective to determine the fiscal impact of the State agency's improperly extended certification periods.

We evaluated the use of single audits by FNS and State program officials. We found that FNS and the State agencies need to make better use of single audits by summarizing findings from school districts, and reviewing them for trends. We are auditing procurement practices in the school lunch and breakfast programs, including assisting the U.S. Department of Justice in conducting an inquiry into possible collusive bidding on school milk contracts. This work will carry over into FY 1994.



Since FNS programs have large cash outlays, the potential exists for fraud and large dollar losses. In FY 1994 we will continue to emphasize audits of FNS programs, particularly the FSP, to ensure that critical internal control checks are in place. These checks must be in place to ensure that the programs operate in the most efficient, effective and economical manner possible. Major audits planned will include a continuation of reviews of retailers who participate in the FSP. We also began several audits this fiscal year that will be completed during FY 1994. These audits include security and accountability of FSP coupons during their printing, error rate reduction activities, the FSP electronic benefit transfer (EBT) initiative, FSP administrative costs, and the newly implemented bank-monitoring system.

In the National School Lunch Program, we will perform several audits which will focus on the newly Coordinated Review Effort, meal accountability procedures, the free and reduced-price lunch application verification process, and State administrative expense funds.

## INVESTIGATIONS

Our FSP investigations have typically focused on two kinds of fraud: (1) fraud perpetrated by retail grocery store owners and employees who are authorized to accept food stamps, and (2) "trafficking," the unauthorized exchange of food stamps for cash, drugs, property, and other nonfood items and the use of food stamps as a convenient medium of exchange (i.e., as a "second currency") by persons not authorized to participate in the FSP. In FY 1994 we expect to continue to expend a considerable amount of investigative resources in these two areas.

With the expansion of EBT, we expect to increase the amount of investigative resources devoted to investigating entities authorized to redeem FSP benefits through EBT systems.

In order to maximize the effectiveness of these investigations and improve our intelligence-gathering capabilities, we will continue to work closely with the FNS compliance staff in cases involving authorized retailers and with other Federal, State, and local law enforcement agencies in cases involving trafficking.

During the first three quarters of FY 1993, we expended 48 percent of our investigative resources on FNS programs, primarily in the FSP. In FY 1994 we plan to use approximately 44 percent of staff workdays in FNS programs. This modest reduction is necessitated primarily by the greater need for our limited resources in other program areas.

## CONSUMER PROTECTION

Consumer protection activities within the Department include those activities designed to ensure that the food the consumer eats is safe and properly labeled and graded, and that the Nation's plant and animal resources are safeguarded. These activities are performed by the Food Safety and Inspection Service (FSIS), the Agricultural Marketing Service (AMS), the Federal Grain Inspection Service (FGIS), the Animal and Plant Health Inspection Service (APHIS), and the Packers and Stockyards Administration. They include in-plant inspections of all domestic establishments preparing meat and poultry products for sale or distribution; review of foreign inspection systems and establishments; inspection and quarantine of animals and plants at U.S. ports-of-entry; control of agricultural losses caused by predatory animals; developing standards for licensing and testing veterinary biologics; establishing grading standards for eggs, tobacco, livestock, dairy, poultry, fruits, vegetables, and grain; and performing weighing and inspection services to ensure the standards are met. The public depends upon these agencies to ensure a safe food supply; farmers depend upon these agencies to protect agricultural resources and maintain consumer confidence in the market for their products.

### AUDIT

Our FY 1993 plan included an audit of microbiological safety in FSIS, as well as audits of the quality control program and State inspection programs. We also reviewed administrative aspects of the AMS Pesticide Data Program, as well as AMS oversight of research and promotion programs.

In addition, we continued to work with AMS in developing compliance requirements for marketing order administrative committees. Most recently we completed an audit program for handlers, and we will be working on an audit program for the committees in FY 1994. We will also work with FSIS in FY 1994 to assist them in restructuring their in-plant compliance activities.

In addition, we will follow up on our previous audit of APHIS' implementation of the Animal Welfare Act. Other APHIS audits will include the continuation of two audits begun in FY 1993, the assessment and collection of user fees, and the traceback of salmonella enteritidis. In AMS we will continue our work on the Pesticide Data Program, focusing our attention primarily on the agency's programmatic activities.

## **INVESTIGATIONS**

Investigations into threats to the health and safety of the public remain our highest priority. When threats to public health are identified, such as allegations of tampering with products regulated by the Department, we immediately begin work as part of a team of agencies to determine the extent of the problem, identify its cause, take corrective action, and seek criminal prosecution if appropriate.

On a daily basis we closely coordinate with other agencies to guard against deliberate criminal acts that endanger public health and safety or cause economic harm to the public through misrepresentation of the quality of agricultural products. To carry out this function, we maintain formal agreements with AMS, FSIS, FGIS, and APHIS as well as the regulatory division of the Office of the General Counsel.

### **Food and Consumer Products**

We continue to be concerned both about health and safety cases (i.e, those involving potential sale or movement in commerce of uninspected or adulterated product) and about economic impact cases (i.e., those involving potentially mislabeled, misrepresented, or substandard products offered for sale or moving in interstate commerce.) Our commitment of investigative resources to these types of investigations (AMS and FSIS combined) is expected to increase slightly, from 5 percent in FY 1993 to 6 percent in FY 1994.

### **Animal and Plant Health Protection**

We expect the percentage of staff workdays allocated to APHIS investigations to remain stable at 2 percent in FY 1994.



## FOREST SERVICE

The Forest Service (FS) is responsible for applying sound conservation practices to the natural resources of the national forests and grasslands. The national forest system covers 191 million acres of public lands and is administered by the FS through 9 regional offices, 156 national forests, 617 ranger district offices, and 19 national grasslands located in 44 States, Puerto Rico, and the Virgin Islands. FS operational activities are numerous and diverse, encompassing the management of timber sales, fish and wildlife habitat enhancement, recreational sites, firefighting and protection, cooperation with State and local government and private forest landowners, and forest and rangeland research. The FS' FY 1994 budget is estimated at \$3.4 billion, and timber sales and other receipts are estimated to be about \$1.5 billion.

### AUDIT

Our audit strategy concentrates on timber administration, including the sales process, timber appraisal and valuation, timber theft, timber exports, contract administration, and the bidding and payment process. We will also give emphasis to road construction and maintenance, land acquisition and exchange, State and private forestry, minerals management, construction, and recreation.

In FY 1993 our audits covered timber salvage sales, airtanker contracting procedures, management of aircraft operations and safety, special permits for ski areas, timber cruising, land acquisitions, and oil and gas activities.

For FY 1994 we have planned an audit of FS timber-theft prevention activities in Regions 5, 6, and 8. We also plan to audit road construction, to include purchaser credits and maintenance. Additional audit effort is planned in the areas of land acquisitions, oil and gas activities, and airtanker contracting procedures.

### INVESTIGATIONS

FS programs have recently received increased scrutiny by the U.S. Congress, the media, and others. We intend to investigate cases involving theft of Government property as well as cases involving FS' contracting for goods and services. We expect to increase our efforts in the FS from 3 percent in FY 1993 to 4 percent in FY 1994.



## MANAGEMENT/CONTROL OF ENVIRONMENTAL HAZARDS

This strategy brings together a wide range of agency programs and operations under a general concern for the protection of the environment and the abatement of environmental hazards that result from practices in agriculture and forestry. Our long-range plan has three components: (1) to review the Department's implementation of the Federal Facilities Compliance Act, (2) to evaluate agency efforts to discover new and improved technologies that reduce environmental pollution and hazardous waste, and (3) to assess the impact on the environment of major programs and assistance to the agricultural and forestry communities. The estimated FY 1994 USDA appropriation for environmental protection activities exceeds \$235 million.

Agencies of the Federal Government are required to identify and remedy their noncompliance with Federal, State, and local standards for environmental quality. Noncompliance could include pollution from noise, pesticides, chemicals, and toxic and radioactive waste. USDA operates over 21,000 buildings at more than 15,000 locations and controls nearly 193 million acres of land. Violations of Federal or State standards at Government-owned or operated facilities subject agencies to legal and administrative action that may result in the criminal prosecution of Federal employees, the loss of program funds, or delayed projects.

USDA works together with the U.S. Environmental Protection Agency to schedule problem areas for remedial action. These plans are coordinated and presented as a single funding item under the budget for departmental administration. Major areas of funding are associated with action to prevent and remedy the leakage from underground storage tanks (UST) and seepage from abandoned mines.

The Department's response to water quality issues is a collection of programs and authorities which focus on soil conservation and surface water contamination. USDA has organized a complex network of interaction to promote better coordination among seven USDA agencies and between the Department and other Federal, State, and local governments. These efforts are directed through an interagency committee on water quality whose purpose is to coordinate research, development, and assistance activities that foster environmentally sound farming practices.

Other organized programs under this strategy include specific agricultural practices, such as use of pesticides and agricultural chemicals, disposal of animal wastes, and the experimental release of biotechnology products. Also included within the scope of this strategy are the Department's programs to reduce the risk to USDA employees from on-the-job exposure to environmental hazards.

## AUDIT

In FY 1993 we completed an overview of the organization and administration of the Department's Water Quality Initiative and made recommendations for improvements in performance data for program evaluation and planning. We also initiated work to determine the status and adequacy of agencies' UST compliance efforts.

In FY 1994 we will begin our reviews of biological and radioactive safety standards and practices at USDA laboratories. We will assess the status and effectiveness of agency efforts to identify and assess current and potential problems associated with active and abandoned mines on Federal land and review the Department's implementation of the national recordkeeping and data collection system for pesticide usage. Also planned for the coming fiscal year is our initial survey of the Department's Environmental Impact Statements and their compliance with the National Environmental Policy Act standards and requirements.

## RESEARCH AND TECHNOLOGY TRANSFER

USDA is the lead agency for the Federal investment in agricultural research and development and for programs that introduce new and improved technologies to the production, processing and marketing of agricultural and forestry products. Our long-term strategy for this program focuses on three major audit objectives: (1) determine if the policies and processes of USDA management that support research funding decisions comply with the standards and expectations of the National Agricultural Research, Teaching, and Extension Policy Act; (2) determine if research delivery systems are productive, economical, and represent the best science techniques available; and (3) evaluate whether current and appropriate technology is disseminated effectively to the farming and forestry communities.

The principle agencies of the Department's research and technology transfer effort are

- the **Agricultural Research Service (ARS)**, which provides direct research on problems of national impact in production, processing, and marketing of agricultural and forestry products;
- the **Cooperative State Research Service (CSRS)**, which administers the Federal partnership with the State Land Grant system and other public and private research institutions;
- the recently established **Alternative Agriculture Research Board**, which organizes public and private interests to encourage the commercialization and competitiveness of new uses for the Nation's agricultural and forestry resource;
- the **Extension Service**, which fosters the linkage between the Federal research community and the State extension network; and
- the **National Agricultural Library**, which serves the general public and the agricultural community as the world's largest resource on the agricultural and forestry sciences.

The FY 1994 budget for these agencies is estimated at \$1.8 billion.

## AUDIT

In FY 1993 we assessed the management systems employed by ARS to ensure the integrity of research decisions and administration at its 125 laboratories across the Nation. We continued our review of CSRS' use of noncompetitive agreements and its administration of the Small Business Innovative Research Program. We completed an audit of CSRS' management of cooperative research formula funds and initiated a survey of FS research administration.

In FY 1994 we plan to conclude our work in CSRS and initiate work in ARS on their authorities to enter into noncompetitive reimbursable agreements. We will review the Department's organization and procedures for making research funding decisions and test its ability to prevent unwarranted duplication of research efforts.



## PROCUREMENT AND CONTRACTS

Procurement of goods and services to support agency operations within USDA exceeded \$3 billion in FY 1993. The range of procurement and contracting is broad and includes advisory and assistance services; purchases of meat, poultry, and fish; and printing and distribution of food stamp coupons. Our strategy covers all aspects of USDA's procurement operations: acquisition management and planning, identification of requirements, solicitation and selection of sources, contract awards, contract funding, and contract performance and administration. Governmentwide policy is provided by OMB's Office of Federal Procurement Policy. Within USDA, the Office of Operations provides oversight for departmental procurement and contracting functions. The National Finance Center performs the accounting and payment functions for most agency procurements.

### AUDIT

During FY 1993 we performed audits of contracts to assist USDA contracting officers in the negotiation, administration, and settlement of USDA contracts and subcontracts. We also conducted two legislatively mandated reviews, as required by Title 31 U.S.C. 114(b) and Title 31 U.S.C. 1352. These reviews included an evaluation of management controls over contracted advisory and assistance services, the integrity of the data reported to the Federal Procurement Data System, and actions taken by the Department and select USDA agencies to comply with the requirements and prohibitions related to lobbying for Federal awards. We also initiated audits of the delegation of procurement authority to agencies by the Office of Operations and controls over departmentwide multi-user contracts.

In FY 1994 we will continue the legislatively mandated reviews and the contract audits of pricing proposals, incurred costs, and contractor claims. We also plan to conduct audits of various aspects of the award and administration of contracts within USDA, controls over commodity purchases by ASCS, the USDA Credit Card Purchase Program, and small purchases by select agencies.

## ACCOUNTING AND FINANCIAL MANAGEMENT

The requirements of the Chief Financial Officers' (CFO) Act of 1990 are addressed under the Accounting and Financial Management strategy. The act designated the Department as part of the pilot program to prepare and audit financial statements beginning with the FY 1990 statements. Financial statements were prepared covering all departmental activities, including all revolving and trust funds and programs which perform substantial commercial functions. Our strategy also encompasses departmental cash and debt management, accounting and financial management systems, and the responsibilities of the Office of Finance and Management (OFM). OFM provides departmental leadership for the development and maintenance of accounting and financial management systems and assists USDA agencies in ensuring that cash and debt management practices are efficient. OFM also provides central accounting services through the central accounting system at its National Finance Center (NFC), and maintains accounting records for various agencies of the Department. OFM's NFC also provides administrative services and maintains administrative accounting for USDA agencies. In addition, OFM's NFC provides services to over 30 agencies and departments outside USDA.

In its FY 1992 financial statements, the Department reported total assets of over \$147 billion and total liabilities of over \$130 billion. Six departmental agencies and corporations, FmHA, CCC, REA/Rural Telephone Bank (RTB), FS, FNS, and FCIC, account for more than 95 percent of each of these totals. Other account balances in the FY 1992 financial statements included over \$82 billion in net loans receivable, \$103 billion in long-term debt owed by USDA, and interest expenses of \$9 billion. The central accounting system and five other accounting/financial management systems in the Department (FmHA, CCC, REA/RTB, FNS, and FCIC) provide accounting control over all transactions processed in USDA. These systems also provide financial reports to agency managers as well as to nondepartmental entities. The systems are maintained on large-scale computers at either the USDA National Computer Center or OFM's NFC.

### AUDIT

In FY 1993 we performed or provided oversight on audits of FmHA, CCC, REA/RTB, FS, FNS, FCIC, and the consolidated USDA FY 1992 financial statements. We also audited OFM NFC's general controls, payroll functions related to employee health benefits and use of a system for electronic fund transfers. In addition, during the

conduct of our CFO-related audits in USDA during FY 1993, we identified 17 potential audit issues that have since been included in this audit plan. These issues might not have been identified had it not been for the work we were doing on USDA's financial statements. These audits have raised concerns in the Commodity Supplemental Food Program; the processed commodity inventory management system; ADP mainframe systems; below-cost timber sale policy; NFC feeder systems; funds control; miscellaneous income and expense accounts; Women, Infants, and Children Program administrative costs; and Food Stamp Program claims. We have set aside approximately 2,579 staff days in FY 1994 to review and develop appropriate recommendations in these areas.

Also in FY 1994, we plan to audit the six major agency and corporation financial statements, as well as the consolidated USDA financial statements. Other audits are planned in the areas of cash management, OFM NFC's miscellaneous payments and administrative payments systems, OFM NFC's general controls, and unliquidated obligations.

Our efforts to work with and provide technical assistance to the Department in the preparation of USDA's consolidated financial statements will continue into FY 1994. In our audit of the FY 1991 USDA consolidated financial statements, we recommended that the Department develop comprehensive written policies on financial statement preparation. Further, we provided the Department with a list of specific actions needed to improve their financial statements. As a result, the Department formed a coordinating committee comprising senior financial managers to provide guidance, ensure consistency, and monitor the consolidation process for the FY 1992 financial statements. The committee has established working groups to address such areas as financial statement form and content, overview and supplemental information, performance measures, credit reform accounting, elimination entries, quality control, and real and personal property. OIG is a member of the coordinating committee and provides our views and technical assistance, as necessary, to the working groups. To date, the efforts of these working groups have improved the consolidation process and will improve financial reporting and information in the future.



# INFORMATION RESOURCES MANAGEMENT

USDA agencies continue to seek the most current, powerful, efficient, and economical automated resources to support their many and varied programs and administrative functions. These activities involve investments of millions of dollars annually (billions of dollars over the lives of the various individual information resources management (IRM) systems), and need continual management and audit oversight.

The major USDA mainframe processing facilities are located in the National Computer Center (NCC) in Kansas City, Missouri, with a satellite operation in Fort Collins, Colorado, and in the National Finance Center (NFC) in New Orleans, Louisiana. The NCC provides departmentwide processing, storage, telecommunications, and applications development services. The NFC operates centralized accounting, payroll/personnel, and administrative payment systems for USDA and more than 30 other Federal departments and agencies.

Of current major significance in USDA are:

- Infoshare, a major project to procure IRM resources for the proposed Farm Services Agency, a reorganized structure to provide the field services of ASCS, FmHA, FCIC, SCS, and the Extension Service;
- Modernization of Administrative Processes (MAP), a program to develop and implement modern administrative processes used to manage the money, personnel, property, and information resources entrusted to USDA;
- Financial Information System Vision and Strategy (FISVIS), an effort to implement more efficient and effective financial management systems throughout USDA;
- business re-engineering, a methodology by which agencies assess, define, and revise the way they do business;
- strategic IRM planning;
- data sharing, data administration, and data management;
- IRM security; and



- various agency efforts to replace or upgrade automated systems and capabilities.

The major issues surrounding USDA's IRM activities continue to be the integrity of the planning and acquisition processes for these automated resources, the adequacy of security and control over IRM systems and resources, and the lack of integration of many disparate systems, which raises issues in the areas of telecommunications, the compatibility of hardware and software being acquired, and data sharing and administration.

This strategy highlights USDA's significant investment in automated resources, the importance of careful planning to ensure that the resources acquired are needed and prudently obtained, and the importance of designing and implementing effective security and control measures.

## AUDIT

Our audits have continued to disclose the need for tighter IRM system access and security controls; improved analysis of system needs and projected benefits and costs; better overall agency planning and improved departmental oversight and technical approval; strengthened general controls at the major computer centers; more senior USDA and agency management involvement; better departmental coordination of major IRM acquisitions to address hardware, software, and telecommunications compatibility; and more effective contingency and disaster recovery plans.

In FY 1993 we completed audits of the security and control over distributed processing systems in ASCS; departmentwide controls over major IRM acquisitions; general controls at the NCC; management of and controls over selected IRM acquisitions in ASCS; and management and control over local area networks and crop forecasting data in the National Agricultural Statistics Service. We began audits of NFC's automated time and attendance system; controls and security over FmHA's production control system; and initiated monitoring of the MAP, Infoshare, and FISVIS initiatives.

In FY 1994 we will continue to monitor, as well as to initiate audits of, the MAP, Infoshare, and FISVIS projects. We will review security, control, and management of a variety of automation activities, such as systems development and enhancements, systems modifications, application control and testing, software development, and backup and recovery operations in FmHA, SCS, ASCS, APHIS, FAS, FS, and OFM/NFC. We will perform departmentwide audits of the IRM Security Program, FTS 2000 billing and usage, sensitive systems, geographical information systems, software development and control, and contingency management. Also planned are audits of two major FS automated reporting systems and an audit of the management and control of the FNS Minneapolis Computer Support Center.

## EMPLOYEE INTEGRITY

The integrity of USDA personnel is essential to maintain the public's confidence that tax dollars and resources are adequately protected. A myriad of laws, Executive Orders, and regulations prescribe what is expected of public servants before, during, and after Government employment. During employment, public servants are held to high ethical standards, including prohibitions against acceptance of gifts and gratuities, private compensation, and the appearance of a conflict of interest. Certain prohibitions also apply after an employee leaves the Government. For example, the Federal Procurement Policy Act (Title 41 U.S.C. 23) imposes a 2-year restriction prohibiting individuals from representing a contractor in the negotiation or performance of a contract if that individual was personally and substantially involved in either the negotiation or review and approval of that same contract as a Government representative.

### INVESTIGATIONS

The prompt investigation of allegations involving the integrity of USDA employees continues to be a high priority of the Department and of OIG. Employee misconduct most often involves allegations of conflict of interest, embezzlement, and bribery. We have made a significant commitment to ensure that allegations of employee misconduct are investigated timely, in order that the agencies involved may proceed expeditiously with appropriate administrative action.

In addition to conducting investigations of criminal misconduct, OIG, in cooperation with the Office of Personnel, jointly conduct a 1-week training course for personnel specialists and other selected employees in USDA agencies. We teach students how to plan, conduct, and report on their own investigations. Graduates are designated by their agency as "Non-Criminal Misconduct Investigators" and are authorized to investigate allegations involving employees of their agencies. This program has allowed agencies to quickly investigate and resolve allegations which do not require the expertise of a criminal investigator. It has also made our expenditure of OIG resources on misconduct matters in general to be more focused, efficient, productive, and effective.

We intend to continue our commitment to employee integrity investigations by spending the same 7 percent of investigative time as in previous years.



## PROGRAM COMPLIANCE, ECONOMY, AND EFFICIENCY

The Program Compliance, Economy, and Efficiency strategy includes all programs and activities not included in other strategic areas. It includes special requests, audit followup, single audits of State and local governments, and the quality of audits performed by non-Federal auditors. It also includes audits and investigations of organizations such as the Soil Conservation Service (SCS), Office of Operations, and National Agricultural Statistics Service (NASS), when the audit area is not included in another strategy.

### AUDIT

During any year issues develop which we cannot anticipate during the planning process. These issues usually develop from Secretarial, agency, congressional, or OIG concerns regarding fraud, waste, or mismanagement. In order to respond to these concerns, OIG reserves time for any unanticipated requests.

We also set aside time in our plan to monitor the management decisions made for audit recommendations presented in our audit reports. The purpose of management decisions is to ensure that we and the auditee agree on the actions to be taken to correct deficiencies. Once we agree with the management decision, management is responsible for implementing final actions. Final actions are monitored and tracked by OFM.

During FY 1994 we will evaluate OFM's automated tracking system and determine if the final action results in timely and effective corrections on audit findings. Our plan also includes time for ensuring the quality of audits performed by non-Federal auditors in accordance with OMB Circulars A-128 and A-133, as well as those submitted to USDA agencies under program-specific requirements. When substandard audit work is identified, we refer the independent auditor to the State Board of Licensing Authorities and the American Institute of Certified Public Accountants.

In SCS we will evaluate the Great Plains Conservation Program and other conservation operations to determine compliance with the conservation provision of the Food Security Act and the Food, Agriculture, Conservation and Trade Act.

We will also continue our work in NASS to assess the accuracy and consistency of average price data used to determine deficiency program payments for wheat.

APPENDIX II

MAJOR AUDITS PLANNED FOR  
FISCAL YEAR 1994





## MAJOR AUDITS PLANNED FOR FISCAL YEAR 1994

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Below are brief descriptions of major audits planned for FY 1994. A list of all audits planned for FY 1994 is provided in appendix III.

<b>INTERNATIONAL AFFAIRS AND COMMODITY PROGRAMS</b>
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### **Agricultural Stabilization and Conservation Service (ASCS)**

**TITLE** Disaster Payments - Nonprogram Crops

**OBJECTIVE(S)** Evaluate controls over the administration of the disaster program for nonprogram crops and ensure that payments were made in accordance with applicable laws and regulations.

**TITLE** Warehouse Problems Phase II

**OBJECTIVE(S)** Follow up on warehouse problems identified in previous audits and identify additional areas where warehouse controls are weak.

**TITLE** Fiscal Year 1993 CCC Financial Statements

**OBJECTIVE(S)** Determine if CCC's financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if CCC complies with laws and regulations.

**TITLE** Storage and Handling Payments to Commodity Warehouses

**OBJECTIVE(S)** Evaluate controls over storage and handling rate negotiations and invoicing operations for commodities.

<b>TITLE</b>	State and County Office Payment Processing System (SCOPPS)
<b>OBJECTIVE(S)</b>	Determine if SCOPPS enhancements are functioning as intended to improve integrity and processing controls over ASCS/CCC accounting data.
<b>TITLE</b>	Marketing Loan Program for Wheat and Feed Grains
<b>OBJECTIVE(S)</b>	Determine whether the 1993 marketing loan program provisions were properly implemented for wheat and feed grains.
<b>TITLE</b>	Large Operators Compliance With Payment Limitation Provisions
<b>OBJECTIVE(S)</b>	Determine if large farm operators are circumventing payment limitation provisions by incorrectly reporting farm interests.
<b>TITLE</b>	Price Support Program Management
<b>OBJECTIVE(S)</b>	Determine if price support loans are being administered in accordance with applicable laws and regulations.
<b>TITLE</b>	Wetland Reserve Program
<b>OBJECTIVE(S)</b>	Evaluate implementation of the wetland reserve program and determine if program objectives are being accomplished in an efficient and effective manner.
<b>TITLE</b>	Maximum Payment Limitation - 1993
<b>OBJECTIVE(S)</b>	Identify weaknesses in ASCS policies and procedures that allow producers to evade payment limitation rules.

## **Foreign Agricultural Service (FAS)**

<b>TITLE</b>	Food Aid to Foreign Countries - Reporting Procedures
<b>OBJECTIVE(S)</b>	Review the reporting and oversight requirements of the rapidly expanding USDA food aid programs. Determine if government and private voluntary agencies are complying with the conditions contained in the CCC food-aid agreements.
<b>TITLE</b>	Commodity Origin for FAS Export Programs
<b>OBJECTIVE(S)</b>	Examine the exporter's controls for ensuring commodities of domestic origin are being exported under the Export Enhancement and Export Credit Guarantee Programs.
<b>TITLE</b>	Analysis of the Design and Development of the U.S. Agricultural Marketing System (USAM)
<b>OBJECTIVE(S)</b>	Evaluate the capability and adequacy of and the controls over USAM, a management information system for market development programs, managed by FAS.
<b>TITLE</b>	Section 416 Program
<b>OBJECTIVE(S)</b>	Evaluate private voluntary organizations' management of cash proceeds and compliance with donation agreements for humanitarian food aid provided by the Food for Progress and Section 416(b) Programs.
<b>TITLE</b>	Market Promotion Program (MPP) - Third Party Reimbursements and Contributions
<b>OBJECTIVE(S)</b>	Assess the adequacy of controls over the reimbursement process and the levels of contributions being provided by third parties.



<b>TITLE</b>	Creditworthiness Under the General Sales Manager (GSM) Program
<b>OBJECTIVE(S)</b>	Determine if creditworthiness provisions in the Food, Agriculture, Conservation and Trade Act of 1990 for countries participating in the Export Credit Guarantee Program are being properly implemented.

<b>TITLE</b>	Internal Controls Over Foreign Agricultural Offices
<b>OBJECTIVE(S)</b>	Determine if internal controls are adequate to prevent fraud, waste, and abuse by foreign agricultural affairs officers. Determine that monies budgeted to foreign posts are being utilized as intended and that adequate controls exist to prevent abuse of the representational funds.

<b>SMALL COMMUNITY AND RURAL DEVELOPMENT</b>
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#### **Federal Crop Insurance Corporation (FCIC)**

<b>TITLE</b>	Fiscal Year 1993 FCIC Financial Statements
<b>OBJECTIVE(S)</b>	Determine if FCIC's financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if FCIC complies with laws and regulations.

<b>TITLE</b>	Group Risk Protection Pilot Program
<b>OBJECTIVE(S)</b>	Analyze program implementation and determine the effectiveness of the Group Risk Protection pilot program. Determine whether premiums and indemnities were correctly established based on planting records maintained at ASCS and county yields and market rates.

<b>TITLE</b>	Actual Production History
<b>OBJECTIVE(S)</b>	Assess the accuracy of policyholder's self-certification of their actual production history (APH). Also assess the accuracy of APH error summaries reported by the insurance companies. Establish baseline error rates for future trend analysis.

<b>TITLE</b>	Analysis of High Risk Crop Insurance Claims
<b>OBJECTIVE(S)</b>	Examine policyholders with a history of large indemnity claims who may have avoided the Nonstandard Classification System with the transfer of insurance coverage to relatives through a paper-only transfer of crop interest.

#### **Farmers Home Administration (FmHA)**

<b>TITLE</b>	Guaranteed Farmer Program Loan Losses
<b>OBJECTIVE(S)</b>	Determine whether FmHA's controls are adequate to minimize loan losses.

<b>TITLE</b>	Unauthorized Use of Inventory Farm Properties
<b>OBJECTIVE(S)</b>	Evaluate whether FmHA has implemented adequate controls to prevent unauthorized uses of government property.

<b>TITLE</b>	Rural Rental Housing Program - Rental Assistance and Interest Credit Activities
<b>OBJECTIVE(S)</b>	Evaluate FmHA's policies and procedures for monitoring project operations to ensure borrower compliance with laws and regulations.

<b>TITLE</b>	Rural Housing Program - Servicing of Loans
<b>OBJECTIVE(S)</b>	Determine the adequacy of FmHA's internal controls over the Rural Housing Program to include new loans to borrowers with previous defaults and interest credit recapture.

<b>TITLE</b>	Subordination of Farm Ownership Loans
<b>OBJECTIVE(S)</b>	Evaluate FmHA's controls over the approval and issuance of subordinations to outside creditors for farm borrowers.
<b>TITLE</b>	Management of Rural Rental Housing Projects
<b>OBJECTIVE(S)</b>	Evaluate FmHA's controls over Rural Rental Housing project operations and the appropriateness of project costs.
<b>TITLE:</b>	Rural Rental Housing Program Rehabilitation Loans
<b>OBJECTIVE(S)</b>	Evaluate FmHA's internal controls over loans funds used to rehabilitate Rural Rental Housing projects and the propriety of costs charged by borrowers.
<b>TITLE</b>	Review of Pending System Modifications/Enhancements
<b>OBJECTIVE(S)</b>	Review the efficiency, effectiveness, and timeliness of FmHA's implementation of modifications and enhancements to its current accounting system.
<b>TITLE</b>	Fiscal Year 1993 FmHA Financial Statements
<b>OBJECTIVE(S)</b>	Determine if FmHA's financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if FmHA complies with laws and regulations.
<b>TITLE</b>	Economic Decisions to Acquire Farm Real Estate Security
<b>OBJECTIVE(S)</b>	Evaluate FmHA's procedures for the cost effectiveness of acquiring properties with prior liens when borrowers default.
<b>TITLE</b>	FmHA Section 504 Loan/Grant Program
<b>OBJECTIVE(S)</b>	Determine whether assistance has been granted to ineligible recipients.

<b>TITLE</b>	Certified Lender Program
<b>OBJECTIVE(S)</b>	Determine if FmHA properly determined the certified lender's eligibility and performed the required reviews.
<b>TITLE</b>	Rural Rental Housing Eligibility
<b>OBJECTIVE(S)</b>	Determine the effectiveness of the Rural Rental Housing Program in providing low income housing for rural communities.
<b>TITLE</b>	Guaranteed Rural Housing Loans
<b>OBJECTIVE(S)</b>	Evaluate the adequacy of controls over the Rural Housing Guaranteed Loan Program.
<b>TITLE</b>	Water and Waste Disposal Grants to the Colonias
<b>OBJECTIVE(S)</b>	Determine whether grants were made in accordance with laws and regulations to include eligibility and use of funds.
<b>TITLE</b>	Socially Disadvantaged Loan Program
<b>OBJECTIVE(S)</b>	Evaluate the implementation of the extended Socially Disadvantaged Loan Program for direct and guaranteed farm ownership and operation loans.
<b>TITLE</b>	Grants for Socially Disadvantaged Outreach and Assistance
<b>OBJECTIVE(S)</b>	Evaluate the use of funds provided to FmHA for outreach and assistance.
<b>TITLE</b>	Pledging All Assets for Direct Loans
<b>OBJECTIVE(S)</b>	Evaluate the development and implementation of FmHA's requirement for pledging all assets as collateral for insured farmer program loans.



<b>TITLE</b>	Subsequent Loans to Net Recovery Buyout Borrowers
<b>OBJECTIVE(S)</b>	Evaluate corrective actions taken as a result of our prior audit, and the credit quality of continuing financial assistance to delinquent borrowers.

#### **Rural Electrification Administration (REA)**

<b>TITLE</b>	Transition of Direct to Guaranteed Loans
<b>OBJECTIVE(S)</b>	Determine if the transition of direct to guaranteed loans for electric and telephone borrowers is in compliance with laws and regulations.

<b>TITLE</b>	Fiscal Year 1993 REA/Rural Telephone Bank (RTB) Financial Statements
<b>OBJECTIVE(S)</b>	Determine if REA/RTB's financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if REA/RTB complies with laws and regulations.

<b>TITLE</b>	Workout of REA Electric Loans
<b>OBJECTIVE(S)</b>	Evaluate the workout team's service actions to financially distressed borrowers.

#### **Rural Development Administration (RDA)**

<b>TITLE</b>	Community Facility, Water and Waste Loans
<b>OBJECTIVE(S)</b>	Assess RDA's loan-making and loan-servicing procedures to determine compliance with laws and regulations.

<b>TITLE</b>	Fiscal Year 1993 RDA Financial Statements
<b>OBJECTIVE(S)</b>	Determine if RDA's financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if RDA complies with laws and regulations.

<b>TITLE</b>	Graduation of Community Program Loans
<b>OBJECTIVE(S)</b>	Evaluate RDA's procedures for identifying and servicing Community Program borrowers eligible for graduation.

<b>TITLE</b>	Business and Industry (B&I) Loan Program - Liquidations
<b>OBJECTIVE(S)</b>	Determine whether RDA's B&I liquidations are being conducted in accordance with applicable laws and regulations to ensure RDA's proceeds are maximized and the liquidations are handled promptly.

## **ECONOMICS**

### **National Agricultural Statistics Service (NASS)**

<b>TITLE</b>	National Average Prices for Wheat
<b>OBJECTIVE(S)</b>	Assess the adequacy of internal controls over the accuracy and consistency of average price data received by NASS and used to determine deficiency program payment rates.

## **ADMINISTRATION**

### **Office of Finance and Management (OFM)**

<b>TITLE</b>	Review of National Finance Center (NFC) Cash Management Systems
<b>OBJECTIVE(S)</b>	Review NFC cash management systems to determine if transactions are processed timely and accurately, amounts are properly posted to general ledger accounts, cash balances are reconciled, and any differences between the U.S. Treasury and general ledger amounts are resolved promptly.

<b>TITLE</b>	NFC General Controls Review - FY 1993
<b>OBJECTIVE(S)</b>	Determine if the general controls at NFC are documented, in place, and provide reasonable assurance that data is processed properly.
<b>TITLE</b>	Miscellaneous Payments Internal Controls
<b>OBJECTIVE(S)</b>	Determine if controls over the miscellaneous payments system are adequate to ensure that payments are properly authorized, paid, and accounted for.
<b>TITLE</b>	Monitoring the Financial Information System Vision and Strategy (FISVIS)
<b>OBJECTIVE(S)</b>	Determine if FISVIS will provide a single integrated USDA financial system within a reasonable timeframe and at a reasonable cost.
<b>TITLE</b>	NFC Automated Data Processing Access, Backup and Recovery
<b>OBJECTIVE(S)</b>	Determine the adequacy of NFC controls to safeguard systems from unauthorized access. Determine if NFC has established adequate disaster backup and recovery procedures for critical applications and systems.
<b>TITLE</b>	Security and Control of Selected Applications at NFC
<b>OBJECTIVE(S)</b>	Assess the security controls for selected NFC critical systems and subsystems, and the security controls for scheduling software and production jobs.

#### **Office of Information Resources Management (OIRM)**

<b>TITLE</b>	Administration of Departmental IRM Security
<b>OBJECTIVE(S)</b>	Determine if OIRM is properly administering the departmental IRM security program.

## **Office of Operations**

<b>TITLE</b>	Contract Advisory and Assistance Services (CAAS)
<b>OBJECTIVE(S)</b>	Determine if contract data provided to the Federal Procurement Data System is accurate and complete, and CAAS contracts are properly justified and controlled.

<b>FOOD AND CONSUMER SERVICES</b>
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## **Food and Nutrition Service (FNS)**

<b>TITLE</b>	Women, Infants and Children (WIC) Program - Infant Formula Rebates
<b>OBJECTIVE(S)</b>	Evaluate FNS' procedures and controls over State agencies' use of infant formula rebates for formula purchased with WIC funds.
<b>TITLE</b>	Child Nutrition Program - State Administrative Expense Funds
<b>OBJECTIVE(S)</b>	Evaluate FNS' allocation, and State agencies' use and reporting of State administrative expense funds.
<b>TITLE</b>	Food Stamp Program - Vendor Disqualifications
<b>OBJECTIVE(S)</b>	Evaluate FNS' controls to ensure that retailers who commit serious violations in FNS programs are disqualified from participating in all programs for which they are authorized.
<b>TITLE</b>	Store Tracking and Redemption System
<b>OBJECTIVE(S)</b>	Determine if FNS' redesigned tracking system is effective in detecting food stamp trafficking and other program violations committed by participating retailers.



<b>TITLE</b>	Reinvestment of Funds From Quality Control Sanctions
<b>OBJECTIVE(S)</b>	Evaluate FNS' controls over the settlement of quality control claims against State agencies, and the reinvestment of funds collected for program enhancement and initiatives.
<b>TITLE</b>	National School Lunch Program - Meal Accountability
<b>OBJECTIVE(S)</b>	Evaluate the Coordinated Review efforts of selected States, and their meal accountability procedures and controls to assure that recipients of free and reduced-price meals meet eligibility requirements.
<b>TITLE</b>	Workload and Security at FNS Minneapolis Computer Support Center
<b>OBJECTIVE(S)</b>	Determine the type of workload at the computer center and the sensitivity of the data processed. Review and evaluate controls over the hardware and software, and review the physical and telecommunications access.
<b>TITLE</b>	Security and Control Over the Food Stamp Program and WIC Automated Data Processing Systems
<b>OBJECTIVE(S)</b>	Determine if proper security has been established over State food stamp and WIC automated systems, and determine if system development is being performed in a cost-efficient manner.
<b>TITLE</b>	Fiscal Year 1993 FNS Financial Statements
<b>OBJECTIVE(S)</b>	Determine if FNS' financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if FNS complies with laws and regulations.

<b>TITLE</b>	Procurement of Dairy Products in the Child Nutrition Program
<b>OBJECTIVE(S)</b>	Analyze and evaluate milk procurement contracts for unusually high costs which could indicate price fixing, poor procurement practices, or kickbacks.
<b>TITLE</b>	Financial Management of Letters of Credit
<b>OBJECTIVE(S)</b>	Determine the adequacy of FNS operational controls for the management of Letters of Credit.
<b>TITLE</b>	Food Stamp Program Certification Periods
<b>OBJECTIVE(S)</b>	Evaluate State agency controls to ensure that certification periods are in compliance with FNS' regulations.

## SCIENCE AND EDUCATION

### Agricultural Research Service (ARS)

<b>TITLE</b>	Alternative Agriculture Research and Commercialization
<b>OBJECTIVE(S)</b>	Determine the effectiveness and adequacy of the administrative controls of the newly created Alternative Agricultural Research and Commercialization Center.
<b>TITLE</b>	Reimbursable Agreements
<b>OBJECTIVE(S)</b>	Determine if the internal controls over reimbursable agreements pertaining to research activities comply with ARS' mission and relate to authorized Current Research Information System projects.

**TITLE** Implementation of the Endangered Species Act

**OBJECTIVE(S)** Determine if ARS is properly applying current biological technology in order to effectively preserve the Nation's basic seed stock.

**Cooperative State Research Service (CSRS)**

**TITLE** Capacity Building Grants Program

**OBJECTIVE(S)** Determine whether CSRS is properly allocating funds to high priority areas and whether 1890's Land Grant Institutions are using funds properly and meeting their matching funding requirements.

**Extension Service (ES)**

**TITLE** Rural Technology and Cooperative Development Grants for 1993

**OBJECTIVE(S)** Determine if grant recipients were qualified and eligible and if adequate financial management controls were established over funds, property, and other assets. Determine if funds were used for authorized purposes.

<b>NATURAL RESOURCES AND ENVIRONMENT</b>
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**Forest Service (FS)**

**TITLE** Program Management Plan Data System (PMPDS)

**OBJECTIVE(S)** Evaluate the adequacy of controls over the PMPDS. Determine if there is automated backup capability, if there are transaction audit trails, if PMPDS transactions generate accurate entries into budgetary and general ledger accounts, and if entries reconcile to appropriate source documents.

<b>TITLE</b>	Working Capital Fund
<b>OBJECTIVE(S)</b>	Determine if expenditures associated with the working capital fund are properly charged to the fund and reimbursement is received from the benefiting program.
<b>TITLE</b>	All Resource Reporting Systems
<b>OBJECTIVE(S)</b>	Determine the adequacy and controls over system operations and procedures, and the reliability of system information. Identify areas warranting future audit coverage.
<b>TITLE</b>	Below-Cost Timber Sale Policy
<b>OBJECTIVE(S)</b>	Determine if FS proposed policy for below-cost timber sale is based on generally accepted full-cost accounting practices and evaluate the basis for nontangible benefits to wildlife, recreation, and jobs.
<b>TITLE</b>	Management of Hazardous Materials at Mines
<b>OBJECTIVE(S)</b>	Determine whether FS has identified all active and abandoned mines and took cleanup actions in accordance with the Comprehensive Environmental Response, Compensation, and Liability Act and other Federal, State, and local requirements.
<b>TITLE</b>	Fiscal Year 1993 FS Financial Statements
<b>OBJECTIVE(S)</b>	Determine if FS' financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if FS complies with laws and regulations.
<b>TITLE</b>	Forest Service IRM Security, Operations, and Software Development
<b>OBJECTIVE(S)</b>	Identify problems related to management of IRM security, IRM operations, software development and implementation, and acquisition and implementation of new technology.



<b>TITLE</b>	National Forest Grazing Permit Compliance
<b>OBJECTIVE(S)</b>	Determine that internal controls are adequate to ensure compliance with grazing permits and that rangeland is being protected from overgrazing.
<b>TITLE</b>	Timber Salvage Sales Classification
<b>OBJECTIVE(S)</b>	Evaluate FS' policies and procedures for classifying proposed timber sales as eligible for the salvage sale program.
<b>TITLE</b>	Minerals Management
<b>OBJECTIVE(S)</b>	Evaluate the adequacy of controls over the issuance of mineral leases, royalty collections, and monitoring of mining claims.
<b>TITLE</b>	Timber Theft Prevention
<b>OBJECTIVE(S)</b>	Evaluate FS' policies, procedures, and activities in detecting and preventing timber theft in Regions 5 and 8. Follow up on timber theft prevention in Region 6. Evaluate the adequacy of law enforcement in identifying, investigating, and obtaining prosecution of timber theft cases.
<b>TITLE</b>	Forestry Research Funding
<b>OBJECTIVE(S)</b>	Evaluate FS controls over the forestry research budget of the National Forest system appropriations and obligations for fiscal years 1992 and 1993.
<b>TITLE</b>	Land Purchases
<b>OBJECTIVE(S)</b>	Determine if lands are acquired in accordance with law and land management plan objectives, and for fair market values.

**TITLE** Land Exchanges

**OBJECTIVE(S)** Determine if land exchanges are in the public interest and accomplish the objectives of the forest land management plans. Determine if land values are set by timely appraisals.

**TITLE** Maintenance of Developed Recreation Sites

**OBJECTIVE(S)** Evaluate the adequacy of controls to determine maintenance needs and report maintenance accomplishments at developed recreation sites.

### **Soil Conservation Service (SCS)**

**TITLE** National Systems Application Development

**OBJECTIVE(S)** Determine the existence and adequacy of system life-cycle development controls, the sufficiency of direct management leadership, and the adequacy of system documentation and testing controls for acquiring major application systems.

**TITLE** Wetland Inventory

**OBJECTIVE(S)** Determine if SCS is properly identifying wetlands in accordance with the applicable laws.

**TITLE** Great Plains Conservation Program

**OBJECTIVE(S)** Determine if the program is achieving maximum conservation benefits and if cost-share payments are proper.

**TITLE** Emergency Watershed Protection

**OBJECTIVE(S)** Determine if emergency funds were utilized for authorized purposes and that completed measures were disaster related.

## MARKETING AND INSPECTION SERVICES

### **Agricultural Marketing Service (AMS)**

**TITLE** Pesticide Data/Recordkeeping Programs

**OBJECTIVE(S)** Determine if AMS has effectively implemented pesticide data issues. Evaluate the adequacy of coordination between AMS and other Federal agencies to avoid overlap and duplication of pesticide-related activities. Evaluate AMS' processes to monitor pesticide applicator recordkeeping requirements.

**TITLE** Inspection of Egg Products

**OBJECTIVE(S)** Follow up on our prior audit to determine whether AMS' monitoring of sanitation and processing in egg products plants is adequate, whether oversight of non-Federal laboratories that test egg products for chemical residues or salmonella is sufficient, and whether AMS is properly supervising the inspection of whole eggs performed by State agencies.

**TITLE** Certification of Processed Commodities

**OBJECTIVE(S)** Determine if AMS is properly monitoring contractors who provide processed commodities to various Federal agencies, and that contractors have complied with product contents and specifications.

**TITLE** Dairy Grading and Inspection Activities

**OBJECTIVE(S)** Determine if AMS has implemented corrective action on the findings in our prior audit report. Determine if dairy plants are properly inspected and grading is properly supervised.

<b>TITLE</b>	Audit Program for Market Order Committees
<b>OBJECTIVE(S)</b>	Determine the level of oversight required to provide adequate quality control of market order committees' compliance activities to verify that the market order committees have fully implemented the compliance activities in their annual compliance plans. Develop an audit program for use by AMS and CPA's who conduct the financial audits of the committees.

### **Animal and Plant Health Inspection Service (APHIS)**

<b>TITLE</b>	Quality Controls Over Point-of-Entry Location
<b>OBJECTIVE(S)</b>	Evaluate controls and procedures to determine if inspection and quarantine activities at U.S. ports-of-entry prevent the introduction of exotic animal diseases and pests. Provide assurances that imported animals and animal germplasma are free of infectious diseases.

<b>TITLE</b>	Strategic Monitoring of APHIS Integrated Systems Acquisition Project (ISAP)
<b>OBJECTIVE(S)</b>	Review procedures in effect to control the acquisition and security over the ISAP, an agencywide project to address APHIS' changing automation needs.

<b>TITLE</b>	APHIS International Programs
<b>OBJECTIVE(S)</b>	Determine if APHIS programs in foreign countries are effective in keeping foreign plant and animal disease/pests out of the U.S. Assess program functions in conducting preclearance inspections of fruits, vegetables, and animal products in countries worldwide.

<b>TITLE</b>	Pest Eradication Projects
<b>OBJECTIVE(S)</b>	Review APHIS' controls over its pest eradication projects and determine the adequacy of financial and programmatic controls over private cooperators.



## **Federal Grain Inspection Service (FGIS)**

**TITLE** Official Commercial Inspection Service (OCIS) Activities

**OBJECTIVE(S)** Evaluate FGIS' implementation of its new "flexible" domestic inspection system and its impact on grain quality.

## **Food Safety and Inspection Service (FSIS)**

**TITLE** Performance-Based Inspection System for Meat and Poultry

**OBJECTIVE(S)** Determine if FSIS' scheduling and monitoring procedures are adequate to assure that all areas of operations at processing plants are covered by inspection.

**TITLE** Imported Meat Process

**OBJECTIVE(S)** Follow up on our prior audit to determine if recommendations have been implemented. Specific emphasis will be placed on the Foreign Country Residue Program and accountability over export certificates.

**TITLE** Management of Inspection Costs/User Fees

**OBJECTIVE(S)** Survey regional office management scheduling of inspection assignments and overtime to determine if there is adequate inspection coverage. The audit will also include the assessment of user fees.

## **MULTIPLE AGENCY AUDITS**

**TITLE** Disaster Assistance Programs

**OBJECTIVE(S)** Conduct early reviews of applications for program benefits and determine if payments to be made are proper. Evaluate controls and operating procedures to determine if they are sufficient to prevent duplicate benefits and abuse.

<b>TITLE</b>	USDA Compliance with the National Environmental Policy Act (NEPA)
<b>OBJECTIVE(S)</b>	Determine agencies' compliance to plan, develop, and implement requirements established in NEPA. Determine conformity of Environmental Impact Statements to Council on Environmental Quality and USDA requirements.
<b>TITLE</b>	Geographic Information Systems (GIS)
<b>OBJECTIVE(S)</b>	Determine if USDA agencies are efficiently developing and implementing GIS, and if implementation complies with OMB requirements for coordination of surveying and mapping activities and management of Federal information resources.
<b>TITLE</b>	Requirements of Public Law 101-121 - FY 1994
<b>OBJECTIVE(S)</b>	Determine whether agencies have implemented controls to ensure compliance with the use and reporting of funds for lobbying activities.
<b>TITLE</b>	Aircraft Management
<b>OBJECTIVE(S)</b>	Evaluate agencies' controls over aircraft safety, maintenance, operations, and certification of pilots. This audit is part of a PCIE audit of Federal Civilian Agencies' Aircraft management.
<b>TITLE</b>	Radioactive and Biological Material and Waste Management
<b>OBJECTIVE(S)</b>	Assess the Department's and agencies' control systems for ensuring facility compliance with Federal requirements for handling, storing, and disposing of radioactive and biological materials and waste.
<b>TITLE</b>	Controls Over Research Goals and Priorities
<b>OBJECTIVE(S)</b>	Evaluate the effectiveness of USDA's process for establishing and implementing national research priorities and goals.

<b>TITLE</b>	Review of Infoshare
<b>OBJECTIVE(S)</b>	Monitor Infoshare development and implementation, emphasizing security and privacy issues, data sharing between and among user agencies, user agency input into project development and the acquisition process, and acquisition issues.
<b>TITLE</b>	Fiscal Year 1993 USDA Consolidated Financial Statements
<b>OBJECTIVE(S)</b>	Determine if USDA' financial statements are fairly presented in accordance with generally accepted accounting principles, if internal accounting controls are adequate, and if USDA complies with laws and regulations.
<b>TITLE</b>	Review of Overhead Distribution and Departmental Funds Control
<b>OBJECTIVE(S)</b>	Determine if USDA agencies' method of distributing overhead costs complies with laws and regulations.
<b>TITLE</b>	Management and Control of Software
<b>OBJECTIVE(S)</b>	Determine adherence to departmental regulations and copyright laws. Review controls to prevent computer viruses.
<b>TITLE</b>	FTS 2000 Billings Security and Usage
<b>OBJECTIVE(S)</b>	Determine if concerns identified in previous TELENET reviews are occurring within the FTS 2000 telecommunications system. Evaluate the operations and financing of the software development staff.
<b>TITLE</b>	Departmental Administration of Contracts
<b>OBJECTIVE(S)</b>	Evaluate controls over contract administration activities.

<b>TITLE</b>	AMS/FSIS National Laboratory Accreditation
<b>OBJECTIVE(S)</b>	Determine whether FSIS has implemented changes recommended in our prior audit dealing with laboratory performance, use of check and split samples, and implementation of user fees. Examine the status of AMS' implementation of an overall USDA Laboratory Accreditation Program.
<b>TITLE</b>	Grazing Association Program Participation
<b>OBJECTIVE(S)</b>	Evaluate FmHA's procedures for servicing grazing association loans to ensure compliance with loan provisions.
<b>TITLE</b>	Conservation Compliance Provisions
<b>OBJECTIVE(S)</b>	Evaluate producers' compliance with conservation provisions and the adequacy of conservation practices to reduce soil erosion on highly erodible land.
<b>TITLE</b>	Evaluation of Rural Development Initiatives
<b>OBJECTIVE(S)</b>	Evaluate controls over the Rural Economic Development Loan and Grant Program. Determine if the program promotes rural development or job creation. Determine if loans and grants are being used for approved purposes.
<b>TITLE</b>	Review of Unliquidated Obligations
<b>OBJECTIVE(S)</b>	Determine if unliquidated obligations are being reviewed and if proper adjustments and cancellations are being made.
<b>TITLE</b>	Duplication of Research Among Agricultural Agencies
<b>OBJECTIVE(S)</b>	Determine if there is unnecessary duplication in the research being done among agricultural agencies.





APPENDIX III

FISCAL YEAR 1994 AUDITS PLANNED



## FISCAL YEAR 1994 AUDITS PLANNED

AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
AMS	PESTICIDE DATA/RECORDKEEPING PROGRAMS	SER		250
	INSPECTION OF EGG PRODUCTS	SER		50
	CERTIFICATION OF PROCESSED COMMODITIES	MWR		100
	DAIRY GRADING AND INSPECTION ACTIVITIES	MWR		75
	PERISHABLE AGRICULTURAL COMMODITIES ACT (PACA) PROGRAM	NER		75
	AMS INVESTMENT PROGRAM	NER		75
	AUDIT PROGRAM FOR MARKET ORDER COMMITTEES	WR		100
	• MANAGEMENT OF THE SHIPPING POINT INSPECTION PROGRAM	SWR		100
	AUDIT MANAGEMENT AND LIAISON	ALL		272
	<b>SUBTOTAL</b>			<b>1097</b>
APHIS	ASSESSMENT OF USER FEES	SER		125
	QUALITY CONTROLS OVER POINT-OF-ENTRY LOCATION	SER		75
	IMPLEMENTATION OF THE ANIMAL WELFARE ACT	MWR		100
	STRATEGIC MONITORING OF APHIS INTEGRATED SYSTEMS ACQUISITION PROJECT (ISAP)	FMS		50
	APHIS INTERNATIONAL PROGRAMS	NER		100
	CONTRACTING POLICIES AND PROCEDURES	NER		50
	PEST ERADICATION PROJECTS	WR		100
	AUDIT MANAGEMENT AND LIAISON	ALL		198
	<b>SUBTOTAL</b>			<b>798</b>
ARS	• ALTERNATIVE AGRICULTURE RESEARCH AND COMMERCIALIZATION	SER		50
	REIMBURSABLE AGREEMENTS	SER		125
	IMPLEMENTATION OF THE ENDANGERED SPECIES ACT	NER		50
	INTERNAL CONTROL PROCESS IN ARS	NER		25
	AUDIT MANAGEMENT AND LIAISON	ALL		82
	<b>SUBTOTAL</b>			<b>332</b>
ASCS	DISASTER PAYMENTS - NONPROGRAM CROPS	SER		300
	COTTON MARKETING LOANS - BENEFICIAL INTEREST	SER		125
	OPTIONS PILOT PROGRAM	MWR		100
	CONSERVATION RESERVE PROGRAM - COST SHARE PAYMENTS	MWR		100
	SELECTED ASPECTS OF ASCS COMPUTER SECURITY	FMS		50
	INTERNAL CONTROLS IN THE FORM G COTTON LOAN SYSTEM	FMS		150
	• REVIEW OF MISCELLANEOUS INCOME AND EXPENSE ACCOUNTS	FMS		30
	WAREHOUSE PROBLEMS - PHASE II	FMS		50
	FISCAL YEAR 1993 CCC FINANCIAL STATEMENTS	FMS	NER, SWR	1450
	FISCAL YEAR 1994 CCC FINANCIAL STATEMENTS	FMS	NER	300



AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
ASCS	SURVEY OF CONTROLS OVER ASCS AWARDING OF COMMODITY PURCHASES	FMS		50
	CONTROL AND SECURITY OVER THE PROCESSED COMMODITY INVENTORY MANAGEMENT SYSTEM	FMS		50
	STRATEGIC EVALUATIONS OF POTENTIAL PROBLEM AREAS/ISSUES	FMS		50
	ASCS REAL PROPERTY LEASING PROGRAM	FMS		50
	STORAGE AND HANDLING PAYMENTS TO COMMODITY WAREHOUSES	FMS		50
	SURVEY OF EXPORT CREDIT AND P.L. 480 MAINFRAME SYSTEMS	FMS		50
	STATE AND COUNTY OFFICE PAYMENT PROCESSING SYSTEM (SCOPPS)	FMS		100
	TREASURY CASH-LINK REQUIREMENTS	FMS		75
	MARKETING LOAN PROGRAM FOR WHEAT AND FEED GRAINS	GPR		100
	LARGE OPERATORS COMPLIANCE WITH PAYMENT LIMITATION PROVISIONS	GPR	SER, MWR, WR, SWR	550
•	VARIABLE COST SHARE PROGRAM	GPR		100
	PRICE SUPPORT PROGRAM MANAGEMENT	GPR		100
	EFFECTIVENESS OF CONTROLS OVER SODBUSTED LAND	GPR		80
	SUGAR PROGRAM	GPR		50
	CONSERVATION RESERVE PROGRAM PAYMENT LIMITATION	GPR		200
	MANUAL CHECK ISSUANCE	GPR		50
	MALTING BARLEY ASSESSMENTS	GPR		10
	COLORADO RIVER SALINITY CONTROL PROGRAM	GPR		100
	COMMODITY LOAN GRAIN QUALITY DETERMINATIONS	GPR		100
	FARM RECONSTITUTIONS	GPR		50
	WATER QUALITY INCENTIVES PROJECTS	GPR		40
	WETLAND RESERVE PROGRAM	GPR		100
	WOOL PROGRAM	GPR		80
	MANAGEMENT OF GRAIN INVENTORIES	GPR		100
	CONTROLS OVER BENEFICIAL INTEREST	SWR		105
•	PRICE SUPPORT PAYMENT LIMITATION - COTTON COOPERATIVES	SWR		100
•	DISASTER BENEFIT'S MANDATORY LINKAGE WITH CROP INSURANCE	SWR		50
	LOANS TO RICE COOPERATIVES	SWR		125
•	EFFECT OF 90-DAY RULE	SWR		100
	1993 EMERGENCY FEED PROGRAM	SWR		200
	DAIRY REFUND PAYMENT PROGRAM	SWR		100
	WOOL AND MOHAIR PAYMENT LIMITATION	SWR		50
•	CASH/SHARE LEASE PROVISIONS	SWR		150
	MAXIMUM PAYMENT LIMITATION - 1993	SWR		200
	AUDIT MANAGEMENT AND LIAISON	ALL		2017
	<b>SUBTOTAL</b>			<b>8137</b>
CSRS	CAPACITY BUILDING GRANTS PROGRAM	SER		50
	USE OF NONCOMPETITIVE AUTHORITIES	SWR		25
	AUDIT MANAGEMENT AND LIAISON	ALL		25
	<b>SUBTOTAL</b>			<b>100</b>
ES	RURAL TECHNOLOGY AND COOPERATIVE DEVELOPMENT GRANTS FOR 1993	SWR		50
	AUDIT MANAGEMENT AND LIAISON	ALL		16
	<b>SUBTOTAL</b>			<b>66</b>

AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
FAS	• FOOD AID TO FOREIGN COUNTRIES - REPORTING PROCEDURES	NER		100
	COMMODITY ORIGIN FOR FAS EXPORT PROGRAMS	NER	GPR	150
	EXPORT CREDIT GUARANTEES FOR FACILITIES	NER		150
	ANALYSIS OF THE DESIGN AND DEVELOPMENT OF THE U.S. AGRICULTURAL MARKETING SYSTEM	NER		100
	SECTION 416 PROGRAM	NER		150
	MPP-3RD PARTY REIMBURSEMENTS & CONTRIBUTIONS	NER		150
	P.L. 480 TITLE I & III PROGRAM FORGIVENESS	NER		100
	CREDITWORTHINESS UNDER THE GSM PROGRAM	NER		100
	EMPLOYEE ALLOWANCES FUNDED UNDER THE FAS MARKET DEVELOPMENT PROGRAMS	NER		50
	P.L. 480 COUNTRY AGENT REQUIREMENTS	NER		100
	INTERNAL CONTROLS OVER FOREIGN AGRICULTURAL OFFICES	NER		100
	FOREIGN NATIONAL RETIREMENT PROGRAM FOR COOPERATOR EMPLOYEES	NER		50
	AUDIT MANAGEMENT AND LIAISON	ALL		428
	<b>SUBTOTAL 1728</b>			
FCIC	PEANUT INSURANCE PROGRAM	SER		100
	FISCAL YEAR 1993 FCIC FINANCIAL STATEMENTS	HQ		100
	FISCAL YEAR 1994 FCIC FINANCIAL STATEMENTS	HQ		20
	GROUP RISK PROTECTION PILOT PROGRAM	GPR		100
	CROP INSURANCE CLAIMS ANALYSIS	GPR		75
	REINSURANCE AGREEMENT	GPR		100
	COMPLIANCE OPERATIONS	GPR		100
	• OPTIONAL UNIT DETERMINATION WITH CENTER PIVIT IRRIGATION SYSTEMS AND CONTINUOUS PLANTING PATTERNS	SWR		75
	RECOVERY OF AMOUNT IMPROPERLY DISBURSED	SWR		50
	ACTUAL PRODUCTION HISTORY	SWR		100
	• 1987-1992 HARVESTED SUGAR PRODUCTION	SWR		75
	• CROP YEAR 1991 UNITS	SWR		30
	ANALYSIS OF HIGH RISK CROP INSURANCE CLAIMS	SWR		240
	AUDIT MANAGEMENT AND LIAISON	ALL		384
	<b>SUBTOTAL 1549</b>			
FGIS	OFFICIAL COMMERCIAL INSPECTION SERVICE (OCIS) ACTIVITIES	MWR		100
	AUDIT MANAGEMENT AND LIAISON	ALL		33
	<b>SUBTOTAL 133</b>			
FMHA	• GUARANTEED FARMER PROGRAM LOAN LOSSES	SER		25
	SECURITY PROPERTY	SER		100
	UNAUTHORIZED USE OF INVENTORY FARM PROPERTIES	SER		100
	MANAGEMENT CONTROL REVIEW SYSTEM	SER		75
	RURAL RENTAL HOUSING PROGRAM - RENTAL ASSISTANCE AND INTEREST CREDIT ACTIVITIES	MWR	SER, GPR, WR, SWR	870
	RURAL HOUSING PROGRAM - SERVICING OF LOANS	MWR		125
	SUBORDINATION OF FARM OWNERSHIP LOANS	MWR		75
	UNDELIVERABLE RURAL HOUSING ANNUAL LOAN STATEMENTS	MWR		75
	• MANAGEMENT OF RURAL RENTAL HOUSING PROJECTS	MWR	SER, NER, GPR, WR, SWR	500
	RURAL RENTAL HOUSING PROGRAM CONSTRUCTION ACTIVITIES	MWR		100
	ALLOCATION OF CONSTRUCTION COSTS BETWEEN TWO OR MORE RRH PROJECTS	MWR		100

AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
FMHA	RURAL RENTAL HOUSING PROGRAM REHABILITATION LOANS	MWR		100
	LIMITED RESOURCE LOANS	MWR		125
	RURAL RENTAL HOUSING PROGRAM - CONTRACT APPRAISALS	MWR		525
	• OVERVIEW OF THE RRH PROGRAM	MWR		150
	SMALL PURCHASE AWARDS	FMS		75
	REVIEW OF PENDING SYSTEM MODIFICATIONS/ ENHANCEMENTS	FMS		100
	FISCAL YEAR 1993 FMHA FINANCIAL STATEMENTS	FMS	GPR	1240
	FISCAL YEAR 1994 FMHA FINANCIAL STATEMENTS	FMS	GPR	300
	AUTOMATED INTEREST CREDIT RECAPTURE SYSTEM	FMS		50
	ACCOUNTABILITY OF THE PROTECTIVE ADVANCE FUND BY THE MASTER SERVICER	FMS		50
	CASH MANAGEMENT PRACTICES	FMS		75
	• STRATEGIC MONITORING OF FMHA COUNTY OFFICE AUTOMATION PROGRAMS	FMS		50
	ECONOMIC DECISIONS TO ACQUIRE FARM REAL ESTATE SECURITY	NER		75
	PUERTO RICO FMHA OPERATIONS AND MANAGEMENT	NER		75
	FMHA SECTION 504 LOAN/GRANT PROGRAM	NER		100
	SPECIAL ASSISTANCE TO CERTAIN QUALIFIED BEGINNING FARMERS AND RANCHERS	GPR		100
	CONTRACTOR/CONSULTANT ACTIVITIES IN ND	GPR		75
	CERTIFIED LENDER PROGRAM	GPR		150
	INTEREST ASSISTANCE PROGRAM AND IRBD/IA PAYMENTS	GPR		50
	EXPANDED COVERAGE OF CROP INSURANCE PROGRAM	GPR		100
	RURAL RENTAL HOUSING ELIGIBILITY	WR	SER, MWR, NER, GPR, SWR	1000
	FINANCIAL STATEMENT AUDIT - SELECTED RRH BORROWER	WR		100
	• FARMER PROGRAM LOANS TO UNFEASIBLE OPERATIONS	SWR		100
	GUARANTEED RURAL HOUSING LOANS	SWR		50
	• LIMITATION ON ASSISTANCE TO BORROWERS	SWR		50
	• WATER AND WASTE DISPOSAL GRANTS TO THE COLONIAS	SWR		100
	• FARMER PROGRAM BORROWERS WHO DID NOT REPORT CROP INSURANCE PAYMENTS	SWR		75
	DEBT REPAYMENT ABILITY ON GUARANTEED LOAN LOSSES	SWR		30
	SOCIALLY DISADVANTAGED LOAN PROGRAM	SWR	SER	130
	SERVICING DELINQUENT FARMER PROGRAM LOAN ACCOUNTS	SWR		25
	GRANTS FOR SOCIALLY DISADVANTAGED OUTREACH & ASSISTANCE	SWR		50
	PLEDGING ALL ASSETS FOR DIRECT LOANS	SWR		50
	SUBSEQUENT LOANS TO NET RECOVERY BUYOUT BORROWERS	SWR		125
	AUDIT MANAGEMENT AND LIAISON	ALL		2503
	<b>SUBTOTAL 10098</b>			
FNS	WIC ADMINISTRATIVE COSTS	SER	MWR, GPR, WR, SWR	925
	FOOD STAMP PROGRAM, TN - ADP CONVERSION	SER	FMS	300
	SCHOOL BREAKFAST PROGRAM STARTUP FUNDS	SER		100
	FOOD STAMP RETAILERS - ROLLING STORES	SER		125
	CACFP - DAY CARE HOMES	SER		50
	FOOD STAMP PROGRAM - ERROR RATE REDUCTION	SER	MWR, NER, GPR, WR, SWR	1575
	COMMODITY SUPPLEMENTAL FOOD PROGRAM	SER		100
	WIC PROGRAM - INFANT FORMULA REBATES	MWR		100
	FOOD STAMP PROGRAM - CLAIMS MANAGEMENT	MWR	NER	200



AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
FNS	CHILD AND ADULT DAY CARE CENTERS	MWR		100
	CHILD NUTRITION PROGRAMS -	MWR	NER, GPR, WR	550
	STATE ADMINISTRATIVE EXPENSE FUNDS			
•	ANTI-FRAUD FUNDING FOR STATE AGENCIES	MWR		100
	FOOD STAMP PROGRAM - VENDOR DISQUALIFICATIONS	MWR		225
	STORE TRACKING AND REDEMPTION SYSTEM	MWR		100
	FOOD COUPON ISSUANCE SYSTEMS	MWR		50
	REINVESTMENT OF FUNDS FROM QC SANCTIONS	MWR		75
•	FOOD STAMP PROGRAM - ADMINISTRATIVE COSTS IN WI	MWR		150
	NATIONAL SCHOOL LUNCH PROGRAM - MEAL ACCOUNTABILITY	MWR	SER, NER	625
	NATIONAL SCHOOL LUNCH PROCUREMENT ACTIVITIES	MWR		150
	WORKLOAD AND SECURITY AT FNS MINNEAPOLIS COMPUTER SUPPORT CENTER	FMS		25
	SECURITY AND CONTROL OVER THE FOOD STAMP PROGRAM AND WIC ADP SYSTEMS	FMS		250
	FISCAL YEAR 1993 FNS FINANCIAL STATEMENTS	NER	SER, MWR, GPR, WR, SWR	3400
	FISCAL YEAR 1994 FNS FINANCIAL STATEMENTS	NER	SER, MWR, GPR, WR, SWR	1550
	WIC PROGRAM	NER		100
	TICK ERADICATION PROJECT - PUERTO RICO	NER		25
	PUERTO RICO WIC	NER		200
	EMPLOYMENT AND TRAINING PROGRAM - PA	NER		100
	CASEFILE DOCUMENTATION-NEW YORK CITY FOOD STAMPS	NER		150
	MA WIC AUTOMATED MANAGEMENT SYSTEM	NER	FMS	100
•	STATUS OF EBT PILOT PROJECTS	NER	SER, MWR, WR, SWR	375
	STATE LAW ENFORCEMENT BUREAU (SLEB) AGREEMENTS	NER		50
	CHILD AND ADULT CARE IN VA	NER		50
	FOOD STAMP PROGRAM - STATE OF MA	NER		50
	SECURITY AND ACCOUNTABILITY OVER FOOD STAMP PRINTING	NER		70
	NJ WIC OPERATIONS	NER		150
	CACFP CORRECTIVE ACTION PROCESS	NER		100
	MEAL REIMBURSEMENT FOR INSTITUTIONALIZED PEOPLE - FNS NERO	NER		100
	COMMODITY - FOOD DISTRIBUTION PROGRAM	GPR		120
	CROSS STATE FOOD STAMP VERIFICATION PROCESS	GPR		75
	PROCUREMENT OF DAIRY PRODUCTS IN CHILD NUTRITION PROGRAM	GPR		50
	SECURITY OVER NON-FEDERAL ADP SYSTEMS	GPR		175
	PROCUREMENT PRACTICES FOR VENDED MEALS IN SUMMER FOOD SERVICE PROGRAM	GPR		60
	REVIEW OF SELECTED FOOD PROCESSOR	WR		150
	FINANCIAL MANAGEMENT OF LETTERS OF CREDIT	WR	NER, SWR	600
	FOOD STAMP PROGRAM ADMINISTRATIVE COSTS - NATIONWIDE	WR		100
	FSP CERTIFICATION PERIODS	SWR		240
	AUDIT MANAGEMENT AND LIAISON	ALL		4618
	<b>SUBTOTAL 18633</b>			
FS	• PROGRAM MANAGEMENT PLAN DATA SYSTEM	SER		100
	SALVAGE SALE EXPENDITURES	SER		100
	TIMBER SALE INDIRECT COST RATES	SER		25
	WORKING CAPITAL FUND	SER		125
	ALL RESOURCE REPORTING SYSTEMS	SER		80
	CLEAR CUT POLICY	SER		30
	TIMBER SALE ANALYSIS REQUIREMENTS	SER		50



AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
FS	FISCAL YEAR 1993 FS FINANCIAL STATEMENTS	SER	MWR, NER, GPR, WR, SWR	2015
	FISCAL YEAR 1994 FS FINANCIAL STATEMENTS	SER	NER, GPR, WR	1410
	BELOW-COST TIMBER SALE POLICY	SER		10
	MANAGEMENT OF HAZARDOUS MATERIALS AT MINES	SER		125
	FS IRM SECURITY, OPERATIONS AND SOFTWARE DEVELOPMENT	FMS		100
	NORTHEASTERN URBAN FORESTRY	NER		100
	NATIONAL FOREST GRAZING PERMIT COMPLIANCE	GPR		100
	TIMBER SALVAGE SALES CLASSIFICATION	WR		100
	MINERALS MANAGEMENT	WR		100
	FLEET MANAGEMENT	WR	SER, MWR	500
	TIMBER THEFT PREVENTION	WR		100
	GRANTS FOR STATE AND PRIVATE FORESTRY	WR		100
	FORESTRY RESEARCH FUNDING	WR	SER	250
	LAND PURCHASES	WR	SER, MWR	600
	LAND EXCHANGES - ROLL-UP AND NATIONWIDE REPORT	WR		75
	MAINTENANCE OF DEVELOPED RECREATION SITES	WR		100
	AMERICA THE BEAUTIFUL - NATIONAL TREE TRUST	SWR		100
	AUDIT MANAGEMENT AND LIAISON	ALL		2107
	<b>SUBTOTAL</b>			<b>8502</b>
FSIS	• THE MEAT AND POULTRY INSPECTION PROGRAM	SER		150
	CONTROLS TO ENSURE MICROBIOLOGICAL SAFETY	SER		25
	EXPORT OF MEAT AND POULTRY PRODUCTS	MWR		100
	PERFORMANCE BASED INSPECTION SYSTEM FOR MEAT AND POULTRY	MWR		100
	STATE MEAT AND POULTRY INSPECTION ACTIVITIES	MWR		50
	MEAT AND POULTRY INSPECTIONS - TRACEBACK PROCEDURES	MWR		50
	IMPORTED MEAT PROCESS	NER		40
	• OPERATIONS OF THE PROGRAM REVIEW DIVISION	GPR		75
	MANAGEMENT OF INSPECTION COSTS/USER FEES	GPR		100
	• HAZARD ANALYSIS OF CRITICAL CONTROL POINTS (MEAT INSPECTION)	GPR		100
	PROBLEM PLANTS	WR		250
	AUDIT MANAGEMENT AND LIAISON	ALL		343
	<b>SUBTOTAL</b>			<b>1383</b>
HNIS	• THRIFTY FOOD PLAN CALCULATIONS	SER		100
	AUDIT MANAGEMENT AND LIAISON	ALL		33
	<b>SUBTOTAL</b>			<b>133</b>
MULT	DISASTER ASSISTANCE PROGRAM	SWR	SER, MWR, NER, GPR, WR	1000
	IRS REPORTING	SER		40
	USDA COMPLIANCE WITH THE NEPA ACT	SER		25
	• GEOGRAPHIC INFORMATION SYSTEMS	SER		175
	REQUIREMENTS OF PUBLIC LAW 101-121 - FY 1993	SER		75
	REQUIREMENTS OF PUBLIC LAW 101-121 - FY 1994	SER		125
	AIRCRAFT MANAGEMENT	SER	GPR, WR, SWR	250
	USE OF COOPERATIVE AGREEMENTS	SER		125
	UNEMPLOYMENT COMPENSATION PROGRAM	SER		75
	APPROVAL OF PLANT CONSTRUCTION	SER		75
	CASH MANAGEMENT IMPROVEMENT ACT	SER		75
	RADIOACTIVE AND BIOLOGICAL MATERIAL AND WASTE MANAGEMENT	SER		125
	CONTROLS OVER RESEARCH GOALS AND PRIORITIES	SER		175

AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
MULT	CONTRACTS WITH CPA/IPA FIRMS	MWR		25
	CONTINGENCY MANAGEMENT AND CONTROL	FMS		25
	FOLLOWUP AUDIT ON DOMESTIC COMMODITY ORIGIN REQUIREMENTS	FMS		100
	REVIEW OF INFOSHARE	FMS		150
	FISCAL YEAR 1993 USDA CONSOLIDATED FINANCIAL STATEMENTS	FMS		400
	FISCAL YEAR 1994 USDA CONSOLIDATED FINANCIAL STATEMENTS	FMS		200
	1993 FMFIA REVIEW	FMS		50
	REVIEW OF OVERHEAD DISTRIBUTION AND DEPARTMENTAL FUNDS CONTROL	FMS		200
	* USDA MANAGEMENT DECISION AND FINAL ACTION ACTIVITIES	FMS		50
	SECURITY AND CONTROL OF SENSITIVE USDA SYSTEMS	FMS		50
	* MANAGEMENT AND CONTROL OF SOFTWARE	FMS		75
	FTS 2000 BILLINGS SECURITY AND USAGE	FMS		100
	DEPARTMENTAL ADMINISTRATION OF CONTRACTS	FMS	SER, MWR, WR	320
	EVALUATION OF DEPARTMENTAL UTILIZATION OF SURPLUS RESERVE FUNDS	NER		25
	AMS/FSIS NATIONAL LABORATORY ACCREDITATION	NER		100
	MULTI-AGENCY CONTRACTS WITH KUO & ASSOCIATES, INC.	NER		70
	MANAGEMENT AND SECURITY OVER USDA CREDIT CARDS	NER		200
	LOSS OF PROGRAM BENEFITS FOR VIOLATION OF CONSERVATION PROVISIONS	GPR		30
	SET-OFF PROCEDURES	GPR		75
	ASCS AND FCIC DATA SHARING	GPR		50
	GRAZING ASSOCIATION PROGRAM PARTICIPATION	GPR		50
	CONSERVATION COMPLIANCE PROVISIONS	GPR	SER, MWR, WR, SWR	740
	EVASION OF PAYMENT LIMITATION BY LARGE LAND HOLDERS	SWR		200
	* EVALUATION OF RURAL DEVELOPMENT INITIATIVES	SWR		200
	REVIEW OF UNLIQUIDATED OBLIGATIONS	SWR		100
	DUPLICATION OF RESEARCH AMONG AGRICULTURAL AGENCIES	SWR		100
	IMPLEMENTATION OF PROGRAM FRAUD CIVIL REMEDIES ACT OF 1986	SWR		100
	PCIE - EXTERNAL QUALITY CONTROL REVIEW	SER	FMS, NER	100
	CAPTAIN MAINTENANCE	FMS		200
	FISCAL YEAR 1994 AUDIT ASSIST	FMS		415
	AUDITS OF CONTRACTS	ALL	(EXCEPT FMS)	830
	SINGLE AUDIT MANAGEMENT	ALL	(EXCEPT FMS)	725
	AUDIT FOLLOWUP	ALL		880
	SPECIAL REQUESTS	ALL		3590
	AUDIT MANAGEMENT AND LIAISON	ALL		4239
	<b>SUBTOTAL 17104</b>			
NASS	NATIONAL AVERAGE PRICES FOR WHEAT	SER		200
	AUDIT MANAGEMENT AND LIAISON	ALL		66
	<b>SUBTOTAL 266</b>			

AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
OFM	REVIEW OF NFC CAS FEEDER SYSTEMS - ADMINISTRATIVE PAYMENTS	FMS		100
	REVIEW OF NFC CASH MANAGEMENT SYSTEMS	FMS		150
	AUDIT OF PROCUREMENTS BY NFC	FMS		75
	NFC GENERAL CONTROLS REVIEW, FY 1993	FMS		200
	MISCELLANEOUS PAYMENTS INTERNAL CONTROLS	FMS		100
	MONITORING THE FINANCIAL INFORMATION SYSTEM VISION AND STRATEGY (FISVIS)	FMS		50
	AUDIT OF NFC ADP ACCESS, BACKUP AND RECOVERY	FMS		100
	MONITORING OF MAP (MODERNIZATION OF ADMINISTRATIVE PROCESSES)	FMS		50
	SECURITY AND CONTROL OF SELECTED APPLICATIONS AT NFC	FMS		100
	AUDIT MANAGEMENT AND LIAISON	ALL		305
	<b>SUBTOTAL</b>			<b>1230</b>
OIRM	ADMINISTRATION OF DEPARTMENTAL IRM SECURITY	FMS		50
	AUDIT MANAGEMENT AND LIAISON	ALL		16
	<b>SUBTOTAL</b>			<b>66</b>
OO	CONTRACT ADVISORY AND ASSISTANCE SERVICES	NER		100
	AUDIT MANAGEMENT AND LIAISON	ALL		33
	<b>SUBTOTAL</b>			<b>133</b>
PSA	OVERSIGHT RESPONSIBILITY	WR		100
	AUDIT MANAGEMENT AND LIAISON	ALL		33
	<b>SUBTOTAL</b>			<b>133</b>
RDA	COMMUNITY FACILITY, WATER AND WASTE LOANS	SER		150
	FISCAL YEAR 1993 RDA FINANCIAL STATEMENTS	FMS		50
	FISCAL YEAR 1994 RDA FINANCIAL STATEMENTS	FMS		50
	INDUSTRIAL DEVELOPMENT SPECIAL REVIEW	NER		45
	• GRADUATION OF COMMUNITY PROGRAM LOANS	GPR		100
	B&I GUARANTEED LOAN PROGRAM - LIQUIDATIONS	WR	SER, MWR, NER, GPR, SWR	800
	AUDIT MANAGEMENT AND LIAISON	ALL		394
	<b>SUBTOTAL</b>			<b>1589</b>
REA	• TRANSITION OF DIRECT TO GUARANTEED LOANS	SER		75
	• TELEPHONE LOANMAKING PROVISIONS	MWR		150
	FISCAL YEAR 1993 REA/RTB FINANCIAL STATEMENTS	HQ		75
	FISCAL YEAR 1994 REA/RTB FINANCIAL STATEMENTS	HQ		15
	WORKOUT OF REA ELECTRIC LOANS	NER		100
	SUPPLEMENTAL FINANCING FOR TELEPHONE LOANS	WR		100
	ELECTRIC DISTRIBUTION COOPERATIVES	SWR		25
	AUDIT MANAGEMENT AND LIAISON	ALL		178
	<b>SUBTOTAL</b>			<b>718</b>

AGENCY	TITLE	LEAD REGION	ASSIST REGIONS	STAFF DAYS
SCS	NATIONAL SYSTEMS APPLICATION DEVELOPMENT	FMS		50
	• REVISED SOIL LOSS DETERMINATIONS	GPR		60
	WETLAND INVENTORY	GPR		50
	GREAT PLAINS CONSERVATION PROGRAM	GPR		120
	EMERGENCY WATERSHED PROTECTION	SWR		75
	AUDIT MANAGEMENT AND LIAISON	ALL		117
	<b>SUBTOTAL</b>			<b>472</b>

GRAND TOTAL STAFF DAYS      74400

\*An evaluation is a review, study, or analysis of USDA's programs or activities for the purpose of providing information to managers for decision making, for making recommendations for improvements to programs, policies, or procedures, and for administrative action.













